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# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 11-12, 2020

Western Illinois University  
Quad Cities Campus  
Moline, Illinois

<b>Agenda Topic</b>	<b>Action</b>
<hr/>	
<b><u>June 11, 2019 –</u></b>	
<b>Motion to Convene to Open Session – 6:00 p.m.</b>	
Quad Cities Campus, Moline, IL (Trustees will be attending the meeting electronically)	
<b>Motion to Convene to Closed Session</b>	
<b>Motion to re-convene in Open Session</b>	
<b>Adjourn</b>	<b>Action</b>
<b><u>June 12, 2019 –</u></b>	
<b>Motion to Convene to Open Session – 8:00 a.m.</b>	
Quad Cities Campus, Moline, IL (Trustees will be attending the meeting electronically)	
<b>Roll Call</b>	<b>Action</b>
<b>Review and Approval of May 6 and 18, 2020 Board Meeting Minutes</b>	<b>Action</b>
<b>Approval of April 30, 2020 Closed Session Minutes</b>	<b>Action</b>
<b>Public Comments</b>	
<b>Chairperson’s Remarks</b>	
Polly Radosh	

**President’s Remarks**

Martin Abraham

**Advisory Group Reports and Comments**

Daria Levchenko – President-elect, Student Government Association – Macomb  
& Marissa Kletke– President-elect, Student Government Association – Quad Cities  
Christopher Pynes – Chair, Faculty Senate – Macomb  
& Rob Porter – Chair, Faculty Council – Quad Cities  
Joe Roselieb – President, Council of Administrative Personnel  
& Kim Moreno – COAP Representative – Quad Cities  
Nicky Friedrichsen – President, Civil Service Employees Council

**Assistant to the President for Governmental Relations Report**

Jeanette Malafa

**Assistant to the President for Diversity and Inclusion Report**

Sterling Saddler

**Finance**

Report No. 20.6/1

Report on Annual Fund Contributions  
(Brad Bainter, Executive Officer of the Foundation)

Report No. 20.6/2

Repair and Maintenance of Official Residence  
(Troy Rhoads, Executive Director of Facilities Management)

Report No. 20.6/3

Purchases of \$100,000-\$499,999.99  
(Associate Vice President of Budget and Finance Letisha Trepac)

Resolution No. 20.6/1

Purchases of \$500,000 and Over – Food Services  
(Associate Vice President of Budget and Finance Letisha Trepac)

**Action**

Resolution No. 20.6/2

Purchases of \$500,000 and Over – Digital Marketing  
(Associate Vice President of Budget and Finance Letisha Trepac)

**Action**

Resolution No. 20.6/3

New or Changed Capital Reserves for Non-Indentured Entities  
(Associate Vice President of Budget and Finance Letisha Trepac)

**Action**

Resolution No. 20.6/4

FY2020 Preliminary Spending Plan  
(Associate Vice President for Budget and Finance Letisha Trepac)

**Action**

Resolution No. 20.6/5 **Action**  
Resolution to authorize the Interim President to make decisions and take the necessary actions, to decrease room and board rates for FY2021.

Report 20.6/4  
FY20 Annual Debt Compliance and Management Report  
(Ketra Roselieb)

Report 20.6/5  
Report on External Audits  
(Ketra Roselieb)

### **Academic & Student Services**

Report No 20.6/6  
Report on Fall 2020 Health and Safety Plans  
(Interim Associate Vice President for Student Services John Smith and Executive director of auxiliary services and risk management Joe Roselieb)

Report No. 20.6/7  
Enrollment Update  
(Associate Vice President for Enrollment Management Gary Swegan)

Report No. 20.6/8  
Annual Listing of Academic Program Changes  
(Interim Provost Billy Clow)

Resolution No. 20.6/6 **Action**  
New Program Resolution  
(Interim Provost Billy Clow)

Report No. 20.6/9  
Report on Academic Curricular and Administrative Changes  
(Interim Provost Billy Clow)

Resolution No. 20.6/7 **Action**  
Resolution to Approve Termination of a University Employee  
(Associate Provost & Associate Vice President for Academic Affairs Russ Morgan)

Report No. 20.6/10  
Report on Hiring Activity  
(Associate Provost & Associate Vice President for Academic Affairs Russ Morgan and Director of Academic Affairs Amy Chambers)

Resolution No. 20.6/8 **Action**  
Tenure Recommendations for 2020-2021  
(Interim Provost Billy Clow)

**General Discussion and Action Items**

- Report No. 20.6/11  
Evidence for Reaffirmation of Accreditation  
(Mark Mossman)
- Resolution No. 20.6/9 **Action**  
Presidential Assessment and Contract  
(Trustee Stutz)
  
- Resolution 20.6/10 **Action**  
AFSCME Bargaining Unit Agreement  
(Michelle Foster)
  
- Resolution 20.6/11 **Action**  
WIU 403B Plan Amendment  
(Michelle Foster)
  
- Resolution No. 20.6/12 **Action**  
Release of Closed Session Meeting Minutes  
(Legal Counsel Liz Duvall)
  
- Resolution 20.6/13 **Action**  
Reschedule October 2020 Board of Trustees Meeting
  
- Resolution 20.6/14 **Action**  
FY 2021 Board of Trustees Meeting Dates
  
- Resolution No. 20.6/15 **Action**  
Election of Officers of the Board for July 1, 2020-June 30, 2021
  
- Resolution No. 20.6/16 **Action**  
Elect Trustee to Serve on State Universities Civil Service Merit Board  
(Western Illinois University Board of Trustees)

**Old Business**

- Revote on Resolution 20.5/5 Ratification of 2020-2022 FOP Contract **Action**

**New Business**

**Next Meetings**

- October 8 & 9, 2020
- December 17 & 18, 2020

- Adjourn** **Action**

- The meeting will be streamed live at <https://www.youtube.com/user/WesternIllinoisU>
- Public comments will be read during the meeting. Public comments can be emailed to [el-duvall@wiu.edu](mailto:el-duvall@wiu.edu). Comments must be less than 500 words in length and received by June 11th by 12:00 p.m.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Review and Approval of the Meeting Minutes of:  
May 6 and 18, 2020

Minutes will be available for review at:

[http://www.wiu.edu/board\\_of\\_trustees/minutes/index.php](http://www.wiu.edu/board_of_trustees/minutes/index.php)

**WESTERN ILLINOIS UNIVERSITY  
BOARD OF TRUSTEES**

June 12, 2020

Approval of the Meeting Minutes of:  
April 30, 2020



WESTERN ILLINOS UNIVERSITY BOARD OF TRUSTEES  
GOVERNMENT RELATIONS REPORT  
June, 12 2020

Due to the COVID-19 pandemic, the Illinois General Assembly suspended its face-to-face operations for almost all of the 2020 Spring Session. It reconvened for 5 days at the end of May to pass a budget and related COVID items with the Senate meeting in the State House and the House of Representatives meeting at the Convention Center. With regards to the FY21 state budget: During budget negotiations, first cuts were discussed as being as deep as 35% to state agencies. In one drafted version of state budget, there had been language giving the Governor the authority to hold back up to 15% of agencies' budgets. Floor debate for final passage of the State Budget centered around the fact that the majority party did not want to cut the state agencies during the COVID pandemic and the declining economy. The final budget is predicated upon borrowing \$4.75 Billion and also receiving about the same amount from the federal government in additional COVID dollars. There was talk that when the General Assembly reconvenes after the General Election in November for Veto Session, this budget will be revisited.

The following legislation will affect Western Illinois University. Please note that only one piece of legislation has been signed by the Governor so far:

- Senate Bill 264 contains the FY 21 State Budget. The General Assembly passed a level budget for most of state government and that includes Western's operating budget, AIM High, and MAP dollars. Our FY21 appropriation totals \$49,588,000 for operating and contingent expenses, \$10,000 expenditure authority for scholarships paid by collegiate license plates, and \$160,000 for the expenses of the IL Institute of Rural Affairs. **Sent to Governor**
- House Bill 357 became the Budget Implementation Act (BIMP) and, among many other numerous things, extends the period for lapse period spending for FY20. **Passed Both Houses**
- House Bill 64 contains capital appropriations and reappropriations. Specifically for Western, our Center for the Performing Arts, completion of Phase II of the Quad Cities, a new Science Building and our capital renewal monies were all reappropriated. In addition, we received \$30,000,000 for Phase III of the Quad Cities campus. **Passed Both Houses**
- For incidents that occur on or after March 9, 2020 and on or before December 31, 2020 for our university police and firefighters, Senate Bill 471 provides that for circumstances directly or indirectly attributable to COVID 19 that hinder the physical recovery from an injury of an eligible employee within the one-year period, the eligible employee shall be entitled to an extension of no longer than 60 days by which he or she shall continue to be paid by the employing public entity on the same basis as he or she was paid before the injury. **Sent to Governor**
- Senate Bill 1569 is the Education Omnibus bill and has several provisions affecting higher ed including allowing remote student teaching or a waiver of student teaching requirements during this public health emergency; the IL Articulation Initiative general education courses taken during this emergency must be transferable for "pass", "credit" or "satisfactory" grades; and there is language that will allow the IL Board of Higher Education, subject to appropriation, to award emergency completion grants and competitive grants for public university student support services. **Passed Both Houses**
- Senate Bill 1857 extends certain repeal/sunset dates in the State Statutes by one year – including some dates affecting procurement, design-build and single prime provisions, and College Illinois. **Passed Both Houses**
- Senate Bill 2135 contains the Government Omnibus bill and includes amendments to the Open Meetings Act that would allow for public meetings to be held by audio or video conference during

a public health disaster if certain conditions are met. In addition, the deadline for filing Statements of Economic Interest was suspended until August 1, 2020. **Sent to Governor**

- House Bill 2455 is the Labor Omnibus bill and contains new language to the Pension Code that provides that the death of any police officer between March 9 and December 31, 2020 from COVID-related complications will be assumed to be work-related. **Public Act 101-633**
- Among many other items, Senate Bill 1863 provides in the State Universities Civil Service Act that November 3, 2020 is a State holiday and that offices shall be closed, unless the state office is used as a polling place. Legislative intent stated that it was not the intent that the public universities had to close – just that the state university civil service employees had a state holiday. **Passed Both Houses**
- House Bill 2238 was the trailer legislation to Senate Bill 1863 and, among other items, provided that any ballot collections sites had to be secured with locks. **Sent to Governor**

The General Assembly plans to reconvene the weeks of November 17<sup>th</sup> and December 1<sup>st</sup> for Veto Session. It will be a busy time as many pieces of legislation that did not move in the Spring due to the shutdown had deadlines extended to Veto Session.

I can take any questions at this time.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12,2020

Report No. 20.6/1 Annual Fund Contributions FY2020



## Annual Fund Report July 1, 2019 - June 30, 2020

COLLEGE/UNIT	# OF PLEDGES	TOTAL PLEDGES	AVERAGE PLEDGE	PLEDGES PAID	CASH	GIK	GIK PAID	*TOTAL GIFTS
CAS	270	85,412	316	18,578	163,864	0	0	182,442
CBT	313	36,470	117	26,840	233,997	20,786	0	281,623
COEHS	255	85,131	334	43,416	453,571	0	0	496,988
COFAC	79	14,390	182	7,149	88,715	975	0	96,839
ALUMNI	78	6,139	79	5,200	26,821	0	0	32,021
INTL STUDIES	1	120	120	110	5,275	0	0	5,385
LIBRARY	5	3,269	654	3,060	7,145	1,500	0	11,704
HONORS	4	1,320	330	1,160	7,055	0	0	8,215
QC	80	9,301	116	4,209	17,035	0	0	21,244
ATHLETICS	466	149,412	321	147,225	119,306	28,182	0	294,713
STUDENT SERVICES	41	18,032	440	16,824	35,720	3,410	0	55,954
BGS	66	3,208	49	1,825	7,680	0	0	9,505
TRI-STATES RADIO	528	133,699	253	116,076	181,313	131	0	297,520
WQPT	440	61,774	140	39,068	576,691	6,598	0	622,356
PFA	0	0	0	0	0	0	0	0

SCHOLARSHIPS	194	16,760	86	13,630	274,290	0	0	287,920
OTHER	58	10,564	182	6,325	223,604	846	0	230,775
<b>Total</b>	2,878	635,001	221	450,695	2,422,081	62,427	0	2,935,203

**\*\*Total Annual Fund: \$3,119,509**

Above Pledge totals  
include:

Leatherneck Club      \$ 146,400  
Library Atrium Society    \$ 3,269  
Performing Arts  
Society                      \$ 5,840

Above Receipt totals include:

Leatherneck Club      \$ 218,857  
Library Atrium Society    \$ 6,915  
Performing Arts Society    \$ 26,672

PURPOSE: Record of fiscal year Annual Fund totals by Unit; includes Phonathon and President's Scholarship totals. AUDIENCE: Internal use for administrators, development officers, and board members.

NOTES:

\*Total Gifts equals Income (Cash, Pledges Paid, Gifts in Kind, and GIK Pledges Paid).

\*\*Total Annual Fund equals sum of Pledges, GIKs, and Cash.

Radio is separate from COFAC; Parent and Family Association is separate from Student Services. Gifts-in-kind do not include service or noncharitable GIKs.

Printed on 2020-05-26



## Interim Campaign Progress Report July 1, 2019 - June 30, 2020

COLLEGE/UNIT	PLEDGES	GIFTS	GIFTS- IN-KIND	PLANNED GIFTS	FISCAL YEAR TOTAL
CAS	113,972	322,976	0	80,000	516,948
CBT	51,742	423,547	21,219	0	496,508
COEHS	85,131	555,820	0	0	640,952
COFAC	22,530	185,324	8,385	0	216,239
LIBRARY	3,269	7,145	1,500	0	11,914
HONORS	2,730	37,055	0	0	39,785
INTL STUDIES	120	71,275	0	0	71,395
STUDENT SERVICES	26,632	42,510	3,410	0	72,552
QC	9,301	55,235	0	0	64,536
WQPT	61,774	576,691	6,598	0	645,062
ATHLETICS	649,412	119,506	28,182	0	797,100
ALUMNI	7,781	32,667	250	0	40,698
BGS	3,208	7,680	0	0	10,888
TRI-STATES RADIO	133,699	181,313	131	0	315,143
UNIV SCHOLARSHIPS	16,738	360,593	0	0	377,331
OTHER	10,564	245,932	846	0	257,342
<b>UNIVERSITY TOTALS:</b>	<b>1,198,604</b>	<b>3,225,268</b>	<b>70,520</b>	<b>80,000</b>	<b>4,574,391</b>

Outside scholarships not included in report: \$ 1,115,907

PURPOSE: Record of fiscal year progress by unit

AUDIENCE: Internal use for administrators, development officers, and board members NOTES: Gifts do not include pledge payments.

Radio is separate from COFAC; Parent and Family Association is separate from Student Services. Gifts-in-kind do not include service or noncharitable gifts-in-kind.

Printed on 2020-05-26

## Significant Donors Report Gifts of \$5,000 or more for Fiscal Year July 1, 2019 - June 30, 2020

Name	Pledges & Payments	Cash Planned Gifts	Gifts	Gifts- in- Kind	Soft Credit	Total
Association Of International Certified Professional Accountants	0	15,000	0	0	0	15,000
Paul Anast	0	7,000	0	0	0	7,000
Anonymous	0	8,861	0	0	97	8,958
Anonymous	0	18,981	0	0	3,640	22,621
Archer Daniels Midland Company	0	50,000	0	0	0	50,000
Arconic Foundation	0	30,000	0	0	0	30,000
Annell & David Bach	0	12,500	0	0	0	12,500
Larry Balsamo & Charlene Callison	0	13,320	0	505	0	13,825
Basf Corporation	0	27,000	0	0	0	27,000
Bob Baumann	0	5,500	0	988	0	6,488
Bayer Cropscience	0	11,000	0	0	0	11,000
Peggy Beckman	0	5,000	0	0	0	5,000
Dennis Bowman	5,000	750	0	0	0	5,750
Scott Brouette & Joe Rives	35,587	2,000	0	0	0	37,587
Burdette & Kathryn Knappenberger Charitable Trust	0	55,070	0	0	0	55,070
Darcy & John Callas	0	5,100	0	0	0	5,100
Jim & Debbie Carter	0	5,155	0	575	0	5,730
Dottie & Greg Chapman	8,500	4,000	0	0	0	12,500
Eric & Cherie Clark	10,000	0	0	0	0	10,000
Scott Clarke	13,108	10,000	0	0	0	23,108
Pat & Roger Clawson	609	6,905	0	0	0	7,514
Cobank	0	5,000	0	0	0	5,000
Ernie & Pamela Codilis	0	31,000	0	0	0	31,000
Ron & Kathi Comm	0	5,000	0	0	0	5,000
Community Foundation Of The Quincy Area	0	25,000	0	0	0	25,000
Compeer Financial	0	18,065	0	0	0	18,065
Chris & Connie Connolly	0	3,000	0	0	4,846	7,846
Ramona Cook	0	5,000	0	0	0	5,000
Cornerstone Realty	0	6,840	0	0	0	6,840

Dale & Lynn Johnson Charitable Trust	0	0	0	0	30,000	30,000
Mariah & Samuel Di Grino	7,000	500	0	0	0	7,500
Susan & Nick Di Grino	0	25,000	0	0	0	25,000
Donald Kellis Testamentary Trust	0	40,000	1,482	0	0	41,482
Doris & Victor Day Foundation	0	15,270	0	0	0	15,270
Dot Foods, Inc.	0	10,500	0	0	0	10,500
Ginger Dykstra	0	5,000	0	0	0	5,000

Name	Pledges Made	Cash Gifts	Planned Gifts	in-Kind	Soft Credit	Total
Cathy Early & Virginia Diehl	0	6,065	0	0	0	6,065
Edward Jones	5,140	702	0	0	0	5,842
George Engeln & Denise Stewart	2,000	0	0	0	5,000	7,000
Sondra & Bill Epperly	275	3,035	0	0	1,892	5,202
Jerry & Ann Ernst	0	15,000	0	0	0	15,000
Family Museum	0	0	0	10,456	0	10,456
Rodney & Bertha Fink	0	10,100	0	0	3,050	13,150
First Christian Church	0	8,000	0	0	0	8,000
Fmc Corporation	0	10,000	0	0	0	10,000
Chuck Gilbert & Karen Ihrig-Gilbert	9,620	1,000	0	0	0	10,620
Goldstein Family Foundation	0	5,000	0	0	0	5,000
George Grice	0	36,100	0	0	0	36,100
Growmark Foundation	0	8,000	0	0	0	8,000
Angela Guthrie	0	177,250	0	0	0	177,250
Sue & Cliff Haka	0	10,000	0	0	0	10,000
Minda Harts	5,000	0	0	0	0	5,000
Molly Homer	0	5,200	0	0	0	5,200
The Hubbell-Waterman Foundation	0	50,000	0	0	0	50,000
Dean & Rosemary Huisingh	10,000	0	0	0	10,000	20,000
George Hussey	0	0	0	0	5,500	5,500
Ih Mississippi Valley Credit Union	5,000	3,000	0	0	0	8,000
Iheartmedia Davenport	0	0	0	8,840	0	8,840



Illinois Corn Marketing Board	0	17,000	0	0	0	17,000
Illinois Farm Bureau	0	5,000	0	0	0	5,000
International Foodservice Distributors Association	0	25,000	0	0	0	25,000
Monica & Rick Iverson	0	12,875	0	0	0	12,875
Bill Jardine	0	0	0	0	10,000	10,000
John Deere World Headquarters	0	10,000	0	0	0	10,000
Lynn & Dale Johnson	60,000	250	0	0	0	60,250
Judy & Mel Kerr	0	5,100	0	0	0	5,100
Bob Klannukarn	0	8,720	0	0	6,900	15,620
Delano Kruzan	0	12,280	0	0	0	12,280
Jerry Latherow	0	0	0	0	6,600	6,600
Dan Liehr	6,000	0	0	0	1,914	7,914
Looser-Flake Charitable Foundation	0	17,000	0	0	0	17,000
Kate Losleben	0	4,000	0	0	4,000	8,000
Lowell N. Johnson Charitable Foundation	0	28,500	0	0	0	28,500
Bill Maakestad & Jean Maakestad-Wolf	2,500	4,805	0	90	0	7,395
Susan Martinelli	8,885	350	0	0	0	9,235
Mary Olive Woods Trust	0	16,727	0	0	0	16,727
Rich Mathers	0	5,700	0	0	0	5,700
George & Renee Mavigliano	10,420	1,000	0	0	0	11,420
Jim & Claudia Mc Cain	0	5,811	0	0	0	5,811

<b>Name</b>	<b>Pledges Made</b>	<b>Cash Gifts</b>	<b>Planned Gifts</b>	<b>in-Kind</b>	<b>Soft Credit</b>	<b>Total</b>
Velma Mc Camey	52,000	0	0	0	0	52,000
Mcdonough Eye Associates And Jill Brody, Md	7,500	0	0	0	0	7,500
Julie Mc Hard-Shike	5,000	100	0	0	0	5,100
Midamerican Energy Foundation	0	10,000	0	0	0	10,000
Susan & Bob Nardelli	0	0	0	0	10,000	10,000
Tom Nardi	0	6,000	0	0	0	6,000
Craig Neader	6,000	0	0	0	0	6,000

Sandy Nelson	7,000	160	0	0	0	7,160
Kate Nelson	100	10,700	0	0	0	10,800
Sheila Nollen	0	7,800	0	0	0	7,800
Elisabeth & Sam Norwood	0	15,989	0	0	0	15,989
Debra & Ed Ohlin	0	5,000	0	0	0	5,000
Marianne & Sam Oliva	100,000	0	0	0	0	100,000
Marilyn & Jim Olsen	0	5,000	0	0	0	5,000
Pamela & Chris Ontiveros	10,000	0	0	0	0	10,000
Janice Owens	0	16,650	0	0	0	16,650
Quad Cities Community Foundation	0	12,800	0	0	0	12,800
Quad City Bank & Trust	3,000	5,000	0	500	0	8,500
Phyllis Quensel	0	5,500	0	0	0	5,500
Jeffrey & Polly Radosh	25,600	765	0	0	0	26,365
Scott Randall	0	0	50,000	0	0	50,000
Refreshment Services - Pepsi Of Macomb	5,000	0	0	875	0	5,875
Paul & Alene Reuschel	6,000	1,100	0	0	0	7,100
Ruth Richert	0	31,050	0	0	0	31,050
River Bend Food Bank	0	5,000	0	0	0	5,000
Anonymous	0	25,260	0	0	0	25,260
Thomas Ross	5,000	0	0	0	0	5,000
Gary & Linda Rowe	3,500	1,500	0	0	0	5,000
Matt Sager	2,000	0	0	0	3,000	5,000
Sally Sallee	13,000	2,000	0	0	0	15,000
Sanford Health	500,000	0	0	0	0	500,000
Sarah Knight Memorial	0	7,000	0	0	0	7,000
Miriam Satern	25,300	275	0	0	0	25,575
Brian & Linda Savage	0	5,703	0	0	0	5,703
Mona Sawyer	0	14,794	0	0	0	14,794
Deborah & Mark Schwiebert	5,250	5,000	0	0	0	10,250
Sherman View Communities	0	0	0	8,100	0	8,100
Bonnie Smith-Skripps & Skip Skripps	8,000	115	0	0	0	8,115
Southern Illinois University Foundation	0	12,642	0	0	0	12,642
Amy Spelman & Brad Bainter	1,500	6,218	0	0	0	7,718
Mike & Pat Stahl	0	5,000	0	0	0	5,000
Darrell Stansbeary	0	0	0	12,495	0	12,495
Stc Investments - Scott R. Collins	0	0	0	14,730	0	14,730
<b>Name</b>	<b>Pledges Made</b>	<b>Cash Gifts</b>	<b>Planned Gifts</b>	<b>in-Kind</b>	<b>Soft Credit</b>	<b>Total</b>
Stronghurst Llc	25,000	0	0	0	0	25,000
Summit League	50,000	0	0	0	0	50,000
Norm & Carmelita Teeter	0	10,000	0	0	0	10,000

Lance Ternasky & Willa Moore	7,500	0	0	0	0	7,500
The Bechtel Trusts	0	25,000	0	0	0	25,000
The Moline Foundation	25,000	0	0	0	0	25,000
Dave & Jackie Thompson	0	4,365	0	352	3,000	7,717
Tri City Electric Company	0	11,652	0	0	0	11,652
Margie Twaddle Johnson & Garry Johnson	6,100	5,472	0	2,500	0	14,072
Velma Mcgee Crut	0	50,800	0	0	0	50,800
Mary Warnock	0	14,180	0	0	0	14,180
Janice Welsch	1,560	50	30,000	0	0	31,610
Anita & Dennis Werling	0	9,250	0	0	0	9,250
Wesley United Methodist Church'S Fellheimer Trust	0	38,790	0	0	0	38,790
West Central Fs, Inc.	0	6,700	0	5,625	0	12,325
West Gateway Partners	0	9,000	0	0	0	9,000
Weta	0	17,500	0	0	0	17,500
Wheelen-Pressly Funeral Home Inc	0	5,000	0	0	0	5,000
Wayne Whipps	0	5,435	0	0	0	5,435
Winona M. Winter Charitable Remainder Annuity Trust	0	407,303	0	0	0	407,303
Wiu Center For International Studies	0	66,000	0	0	0	66,000
Margaret Wong	34,000	0	0	0	0	34,000
Sheryl & Dan Yoder	17,900	0	0	0	0	17,900
Penny & James Yunker	5,000	350	0	0	0	5,350
Dale & Marie Ziegler	0	0	0	44	5,000	5,044
3M Foundation	0	5,000	0	0	0	5,000

PURPOSE: List of significant donors with gifts or pledges \$5,000 or greater for current fiscal year.

AUDIENCE: External (Board) and internal use for administrators and development officers.

NOTES: "Pledges & Payments" includes any new pledges for current or future fiscal years plus the amount paid (or expected to be paid) this year on prior year pledges. Total includes memberships for next fiscal year (e.g. Leatherneck Club)

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## Phonathon Report July 1, 2019 - June 30, 2020

COLLEGE/UNIT	# OF PLEDGES	TOTAL PLEDGES	AVERAGE PLEDGE	PLEDGES PAID	CASH	GIK	GIK PAID	*TOTAL GIFTS
CAS	247	14,186	57	8,270	75	0	0	8,345
CBT	280	18,395	66	10,185	50	0	0	10,235
COEHS	227	11,215	49	6,070	525	0	0	6,595
COFAC	50	3,825	77	2,720	160	0	0	2,880
ALUMNI	75	5,790	77	4,880	200	0	0	5,080
INTL STUDIES	0	0	0	0	0	0	0	0
LIBRARY	1	25	25	25	0	0	0	25
HONORS	0	0	0	0	0	0	0	0
QC	69	3,051	44	475	0	0	0	475
ATHLETICS	35	3,997	114	1,977	0	0	0	1,977
STUDENT SERVICES	27	1,310	49	530	0	0	0	530
BGS	65	3,106	48	1,740	50	0	0	1,790
TRI-STATES RADIO	1	50	50	0	0	0	0	0
WQPT	2	100	50	50	50	0	0	100
PFA	0	0	0	0	0	0	0	0
SCHOLARSHIPS	179	13,908	78	10,840	400	0	0	11,240
OTHER	30	1,880	63	1,180	2,200	0	0	3,380
<b>Total</b>	<b>1,288</b>	<b>80,838</b>	<b>63</b>	<b>48,943</b>	<b>3,710</b>	<b>0</b>	<b>0</b>	<b>52,653</b>

**\*\*Total Phonathon: \$84,548**

Above Pledge totals

include:

Leatherneck Club      \$ 2,822

Above Receipt totals

include:

Leatherneck Club      \$  
1,752

Library Atrium Society     \$ 25  
Performing Arts Society     \$ 100

Library Atrium Society     \$ 0  
Performing Arts Society     \$ 0

PURPOSE: Record of fiscal year Phonathon totals by Unit.

AUDIENCE: Internal use for administrators, development officers, and board members.

NOTES:

\*Total Gifts equals Income (Cash, Pledges Paid, Gifts in Kind, and GIK Pledges Paid).

\*\*Total Phonathon equals sum of Pledges, GIKs, and Cash.

Radio is separate from COFAC; Parent and Family Association is separate from Student Services.

Gifts-in-kind do not include service or noncharitable GIKs.

See Annual Fund report for all phonathon and annual fund totals.

Printed on 2020-05-26

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12,2020

## Report No. 20.6/2 Repair and Maintenance of Official Residence

The Western Illinois University Board of Trustees receives a yearly report regarding expenses for the Official Residence.

FY2020 (planned)

- \$12,939.15 in labor and materials for routine maintenance

FY2019

- \$8,062.64 in labor and materials for routine maintenance

FY2018

- \$3,427 in labor and materials for routine maintenance

FY2017

- \$2,400 in labor and materials for routine maintenance

FY2016:

- \$3,000 in labor and materials for routine maintenance

FY2015:

- Updated lighting
- Kitchen, stairway, and upstairs flooring
- Cooktop
- Coated driveway
- Painting
- Repaired garage floor

FY2014:

- Upstairs windows

FY2013:

- Railing and back patio repair
- Upstairs windows

FY2012:

- Vinyl flooring, main floor public areas

- General painting, ceiling fans, and bathroom fixtures
- Security system
- Windows and sliding glass doors

FY2011 Fiber installation and parking lot resurfacing

FY2010 HVAC

FY2009 Painting and exterior walk-in doors

FY2008 Windows and kitchen doors

FY2007 Windows and carpet

FY2006 Landscaping and main entrance

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Report No. 20.6/3 Purchases of \$100,000 - \$249,999

## Purchases of \$100,000 - \$249,999

Vendor	Type of Purchase	Annual Amount (unless otherwise noted)	Number of Bids
Conference Technologies Inc; Davenport, IA	Video conferencing equipment for classroom upgrades (cameras, ceiling mount brackets, USB speakerphones, & power hubs).	\$111,012.72	IPHEC
Hayden-McNeil Publishing; Plymouth, MI	FY21 continuous order for textbooks for resale by the University Bookstore to be ordered as needed.	\$130,000 estimated	IPHEC Sole Source
McGraw Hill Global Education; East Windsor, NJ	FY21 continuous order for textbooks for resale by the University Bookstore to be ordered as needed.	\$249,000 estimated	IPHEC Sole Source

## Purchases of \$250,000 - \$499,999 Receiving Presidential Approval

Vendor	Type of Purchase	Annual Amount (unless otherwise noted)	Number of Bids
University of Illinois – CARLI; Champaign, IL	FY21 continuous order for library materials to be ordered as needed.	\$255,000 estimated	Intergov't Agreement



MBS Service Company, Inc; Columbia, MO	FY21 continuous order for textbooks for resale by the University Bookstore to be ordered as needed.	\$400,000 estimated	IPHEC Sole Source
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### Purchases \$500,000 and above Exempt from BOT Approval

Vendor	Type of Purchase	Annual Amount (unless otherwise noted)	Number of Bids
Cengage Learning; Florence, KY	FY21 continuous order for textbooks for resale by the University Bookstore to be ordered as needed (resale – exempt from BOT approval)	\$500,000 estimated	IPHEC Sole Source
EBSCO Industries Inc; Cary, IL	FY21 continuous order for library materials to be ordered as needed (exempt from BOT approval)	\$517,000 estimated	IPHEC Sole Source
Pearson Education Inc; Old Tappan, NJ	FY21 continuous order for textbooks for resale by the University Bookstore to be ordered as needed (resale – exempt from BOT approval)	\$550,000 estimated	IPHEC Sole Source

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12,2020

Resolution No. 20.6/1 Purchases of \$500,000 and Over – Food Services

**Resolution:**

**WHEREAS** Western Illinois University has a need for University Food Services; and,

**WHEREAS** the above-mentioned project has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules; and,

**WHEREAS** the current food service contract is set to expire on July 31, 2021; and,

**WHEREAS** Western Illinois University has completed the bidding phase for the management of the University's food service program; and,

**WHEREAS** the project has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules:

**THEREFORE**, be it resolved that the Board of Trustees approves the contracting for

**Resolution: University Food Services**

**ITEM DESCRIPTION:** Provide a five-year contract for University food services for the period of August 1, 2020 through July 31, 2025 with the option to renew for one additional five-year term. The food service contract provides a comprehensive food service program to approximately 2,500 residence hall students who participate in the on-campus meal plan for the Macomb campus and all retail food locations. The contractor will also provide catering services.

**COST:** Estimated cost for initial 5-year term: \$60,000,000  
Estimated cost for 5-year renewal option: \$80,000,000

**RECOMMENDED VENDOR:** Sodexo America, LLC  
Altamonte Springs, FL

**FUND SOURCE:** Local

**SUMMARY OF PROPOSALS:** Request for proposals were due May 7, 2020 at 2:00 PM and are being evaluated based on technical criteria and pricing. The contract will be awarded to the vendor receiving the most points.

There were no other bidders that submitted solicitations for R002419.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/2 Purchases of \$500,000 and Over – Digital Marketing

### **Resolution:**

**WHEREAS** Western Illinois University has a need for Digital Marketing and Advertising Services with the current contract set to expire on June 30, 2020; and,

**WHEREAS** University Marketing (UM) is contracting for the services of a digital marketing firm to implement, coordinate and facilitate digital marketing and advertising tactics for WIU's target audience.

**WHEREAS** the above mentioned purchase has been administered in accordance with the Illinois Procurement Code and all other pertinent statutes and rules;

**THEREFORE** be it resolved that the Board of Trustees delegates contract authority to the Interim President of Western Illinois University once all bids have been received, evaluated and approved by the Chief Procurement Office of Higher Education and Procurement Policy Board to enter into a contract with the awarded vendor. The bid solicitation opening date is June 11, 2020.

### **Digital Marketing Services**

**ITEM DESCRIPTION:** Western Illinois University's ultimate marketing goals are to increase student applications and enrollment. Auxiliary goals include brand recognition by alumni, current and future students, staff, faculty and influencers (parents, guidance counselors, etc.) and promotion of school pride by students, faculty, staff and alumni. Western's objective is to bolster awareness and accentuate consideration of Western Illinois University by influencers and potential students – including traditional, non-traditional, international, military and transfer. In addition, there is a possibility of specific academic program marketing.

The contract period would begin on July 1, 2020 for an initial 3 (three) year term with the option of 7 (seven) one-year renewals for a total of ten years.

The university is not able to guarantee any specific dollar volume on an awarded contract, and will not be able to commit to a contract that requires any financial penalties for not meeting this estimated spend. Vendors shall be required to provide services under a resulting contract regardless of actual spend.

**COST:** \$ 1,050,000 (Initial 3 year term @ \$350,000/year)  
\$ 2,450,000 (Optional 7 (seven) one-year renewals @  
\$350,000/year)

Total Potential Investment: \$3,500,000 (ten years)

**RECOMMENDED VENDOR: To Be Determined.** Vendor recommendation will be made after proposals have been fully evaluated after the June 12, 2020 Board of Trustee meeting.

**FUND SOURCE:** Appropriated

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/3 New or Changed Capital Reserves for Non- Indentured Entities

**Resolution:**

**WHEREAS** request for the approval of new or changed capital reserves for non-indentured entities shall be submitted to the Board of Trustees annually; and,

**WHEREAS** general guidelines established by the Legislative Audit Commission were followed:

**THEREFORE** be it resolved that the Board of Trustees approves the capital reserves as presented.

### PREVIOUSLY APPROVED RESERVES

<u>Entity</u>	<u>Approved Amount</u>	<u>Funded Amount as of 4/30/2020</u>	<u>Change Requested</u>	<u>Adjusted Total</u>
<u>Movable Equipment</u>				
Public Service	\$425,000	\$56,734	\$0	\$425,000
Student Programs and Services	\$400,000	\$314,188	\$0	\$400,000
Instructional Resources and Services	\$545,000	\$235,525	\$0	\$545,000
University Stores and Service Centers	\$850,000	\$7,120	\$0	\$850,000
University Publications	\$26,625	\$0	\$0	\$26,625
Sponsored Credit	\$4,000	\$0	\$0	\$4,000
Parking Operations	\$40,000	\$0	\$0	\$40,000
Auxiliary Other	\$32,500	\$0	\$0	\$32,500
 <u>Parking Lots</u>				
Parking Operation	\$1,600,000	\$111,877	\$0	\$1,600,000

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/4 FY2021 Preliminary Spending Plan

**Resolution:**

**WHEREAS** Western Illinois University must prepare a preliminary spending plan prior to July 1 for State Appropriated, University Income, Auxiliary and All Other Funds for the Illinois Board of Higher Education, Illinois State Legislature and the Governor; and,

**WHEREAS** this spending plan requires Board of Trustees approval prior to submission; and,

**WHEREAS** this spending plan reflects Western's tradition of strong, conservative fiscal management and resource allocation to support goals and priorities stated in *Higher Values in Higher Education* and Western Illinois University's *Mission Statement*:

**THEREFORE** be it resolved that the Board of Trustees approves the FY2021 spending plan as presented in the FY2021 spending plan document, and be it further resolved that the President be authorized to make technical adjustments in these budgets if necessary.

Illinois state statute requires Western Illinois University (and all other Illinois public universities) to prepare a *Fiscal Year 2021 Preliminary Spending Plan* prior to July 1 for State Appropriated, University Income, Auxiliary and All Other Funds for the Illinois Board of Higher Education, Illinois State Legislature, and the Governor. Furthermore, the *Fiscal Year 2021 Preliminary Spending Plan* must be approved by the Western Illinois University Board of Trustees prior to institutional submission and expenditure. The Preliminary Spending Plan for Fiscal Year 2021 is displayed in the table below.

	State Appropriated Funds	University Income Funds	Auxiliary Facilities System Funds	Other Non- Appropriated Funds	Total
Personal Services	\$ 46,843,200	\$ 32,156,800	\$ 10,000,000	\$ 12,500,000	\$ 101,500,000
Medicare	800,000	400,000	200,000	150,000	1,550,000
Contractual Services	-	9,500,000	17,000,000	14,350,000	40,850,000
Travel	-	400,000	50,000	500,000	950,000
Commodities	-	1,500,000	350,000	2,100,000	3,950,000
Equipment	-	2,000,000	150,000	1,500,000	3,650,000
Awards & Grants and Matching Funds	-	10,500,000	1,300,000	25,000,000	36,800,000
Telecommunication Services	-	400,000	100,000	350,000	850,000
Operation of Automotive Equipment	-	200,000	100,000	500,000	800,000
Permanent Improvements	-	200,000	100,000	300,000	600,000
CMS Health Insurance	1,944,800	-	-	1,000,000	2,944,800
Other	-	-	11,150,000	250,000	11,400,000
<b>Total FY2021 Operating Budget</b>	<b>\$ 49,588,000</b>	<b>\$ 57,256,800</b>	<b>\$ 40,500,000</b>	<b>\$ 58,500,000</b>	<b>\$ 205,844,800</b>

As of June 1, 2020, the Illinois General Assembly passed an operating bill for Illinois higher education. Therefore, the University's FY21 preliminary spending plan for state appropriated funds is presented at a passed appropriation of \$49,588,000, which is level with FY20 state appropriated funds.

The Income Fund budget reflects the necessary projected FY21 salary obligations and operating increases. In order to balance this spending plan with projected revenue for FY21, the University would need to identify further expense reductions.

Western Illinois University's *Fiscal Year 2021 All-Funds Operating Budget* will be presented to the Western Illinois University Board of Trustees in September 2020 and will include the appropriation approved by the General Assembly and income projections based on fall enrollment.



Table 2  
Western Illinois University  
Fiscal Year 2018 Through 2020 All-Funds Budget

	State Appropriated Funds	University Income Funds	Auxiliary Facilities System Funds	Other Non- Appropriated Funds	Total
Fiscal Year 2018					
Personal Services	\$ 40,883,000	\$ 57,617,000	\$ 12,800,000	\$ 14,000,000	\$ 125,300,000
Medicare	703,800	896,200	200,000	160,000	1,960,000
Contractual Services	2,199,400	9,000,600	18,000,000	14,500,000	43,700,000
Travel	-	500,000	75,000	600,000	1,175,000
Commodities	337,300	1,267,900	400,000	2,200,000	4,205,200
Equipment	351,900	2,148,100	300,000	1,000,000	3,800,000
Awards & Grants and Matching Funds	-	8,500,000	1,400,000	24,790,000	34,690,000
Telecommunication Services	131,900	368,100	100,000	500,000	1,100,000
Operation of Automotive Equipment	158,400	191,600	125,000	500,000	975,000
Permanent Improvements	-	500,000	200,000	500,000	1,200,000
CMS Health Insurance	1,535,000	209,800	200,000	1,000,000	2,944,800
Other	-	-	14,000,000	250,000	14,250,000
Total FY2018 Operating Budget	\$ 46,300,700	\$ 81,199,300	\$ 47,800,000	\$ 60,000,000	\$ 235,300,000
Fiscal Year 2019					
Personal Services	\$ 44,681,900	\$ 51,818,100	\$ 12,800,000	\$ 14,000,000	\$ 123,300,000
Medicare	800,000	700,000	200,000	160,000	1,860,000
Contractual Services	-	11,150,000	18,000,000	14,500,000	43,650,000
Travel	-	450,000	75,000	600,000	1,125,000
Commodities	-	1,550,000	400,000	2,200,000	4,150,000
Equipment	-	2,500,000	300,000	1,000,000	3,800,000
Awards & Grants and Matching Funds	-	7,900,000	1,400,000	24,290,000	33,590,000
Telecommunication Services	-	400,000	100,000	500,000	1,000,000
Operation of Automotive Equipment	-	200,000	125,000	500,000	825,000
Permanent Improvements	-	105,200	200,000	500,000	805,200
CMS Health Insurance	1,744,800	-	200,000	1,000,000	2,944,800
Other	-	-	14,000,000	250,000	14,250,000
Total FY2019 Operating Budget	\$ 47,226,700	\$ 76,773,300	\$ 47,800,000	\$ 59,500,000	\$ 231,300,000
Fiscal Year 2020					
Personal Services	\$ 47,043,200	\$ 33,956,800	\$ 10,000,000	\$ 14,500,000	\$ 105,500,000
Medicare	800,000	700,000	200,000	200,000	\$ 1,900,000
Contractual Services	-	9,900,200	17,000,000	14,500,000	\$ 41,400,200
Travel	-	400,000	50,000	600,000	\$ 1,050,000
Commodities	-	990,000	350,000	2,200,000	\$ 3,540,000
Equipment	-	1,900,000	150,000	2,500,000	\$ 4,550,000
Awards & Grants and Matching Funds	-	10,450,000	1,300,000	24,000,000	\$ 35,750,000
Telecommunication Services	-	390,000	100,000	500,000	\$ 990,000
Operation of Automotive Equipment	-	150,000	100,000	600,000	\$ 850,000
Permanent Improvements	-	75,000	100,000	500,000	\$ 675,000
CMS Health Insurance	1,744,800	-	200,000	1,100,000	\$ 3,044,800
Other	-	-	11,150,000	200,000	\$ 11,350,000
Total FY2020 Operating Budget	\$ 49,588,000	\$ 58,912,000	\$ 40,700,000	\$ 61,400,000	\$ 210,600,000

# WESTERN ILLINOIS UNIVERSITY

## BOARD OF TRUSTEES

June 12,2020

Resolution No. 20.6/5 Resolution to authorize the Interim President to make decisions and take the necessary actions, to decrease room and board rates for FY2021.

**Resolution:**

**WHEREAS**, a new and significant outbreak of Coronavirus Disease 2019 (COVID-19) began in early 2020; and

**WHEREAS**, COVID-19 is a novel severe acute respiratory illness that can spread among people through respiratory transmissions and present with symptoms similar to those of influenza; and

**WHEREAS**, the Board of Trustees approved Resolution NO 20.5/2 approving 2021 Room and Board/Housing Rates Recommendation; and

**WHEREAS**, in response to the outbreak of COVID-19 WIU administration is considering a change to the academic calendar that might lead to reduced time on campus, in an effort to keep our University community safe and

**WHEREAS**, if the on-campus instruction time is decreased prior to the start of the Fall 2020 semester, WIU administration may recommend that Room and Board/Housing Rates also be reduced.

**THEREFORE**, be it resolved that the Board of Trustees authorizes Interim President Martin Abraham to make decisions and take the necessary actions with regard to reducing the Room and Board/Housing Rates in response to a shortened on-campus instruction time for the Fall 2020 semester, and to notify the Board of Trustees in a timely manner should such action be taken.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Report No. 20.6/4 Annual Debt Compliance and Management Report

### ANNUAL DEBT COMPLIANCE AND MANAGEMENT REPORT

Pursuant to its responsibilities as set forth in the Debt Compliance and Management Policy (the “*Policy*”) adopted by Western Illinois University (“*WIU*”), on June 12, 2015, the Compliance Committee has conducted the annual review required by the Policy and has prepared this report to determine whether Debt (as defined in the Policy) complies with covenants and other ongoing requirements applicable to each issue of Debt. The following sets forth a summary demonstrating WIU’s compliance with such covenants and requirements.

#### RECORDS

The Compliance Committee has all of the records required under the Policy.

#### TAX COMPLIANCE

(a) *Arbitrage Rebate Liability.* At this time, the Board does not have any rebate liability to the U.S. Treasury.

(b) *Contract Review.* The Compliance Committee has reviewed copies of all contracts and agreements of the Board, including any leases, with respect to the use of any property owned by WIU and acquired, constructed or otherwise financed or refinanced with the proceeds of the Debt and other records. At this time, each issue of the Debt complies with the Federal tax requirements applicable to such issue, including restrictions on private business use and private loans.

(c) *IRS Examinations or Inquiries.* The Internal Revenue Service (the “*IRS*”) has not commenced an examination of any issue of the Debt. The IRS has not requested a response to a compliance check, questionnaire or other inquiry.

## CONTINUING DISCLOSURE

(a) The Compliance Committee has reviewed the agreements of the Board with respect to each issue of Debt to determine whether the Annual Financial Information and Audited Financial Statements were filed in a timely manner. All such information was filed within the times required by all Undertakings.

(b) The Compliance Committee has conducted a review of all Reportable Event Disclosures made this year. The following Reportable Event Disclosure was made in a timely manner:

On April 17, 2019, S&P Global Ratings upgraded Western Illinois University's ratings to "BB" from "BB-" on the University's Auxiliary Facilities System Revenue Bonds and Certificates of Participation.

## OTHER COVENANTS AND REQUIREMENTS

All issues of Debt are in compliance with all other covenants and other ongoing requirements applicable to each such issue under the related Debt documents. Based upon the foregoing, the Compliance Committee believes that no further action is necessary at this time.

## RECOMMENDATIONS RE: EFFECTIVENESS OF THE POLICY; OTHER MATTERS

The Compliance Committee has consulted with other WIU staff, counsel, the Municipal Advisor and other professionals in order to evaluate the effectiveness of the Policy and compliance. The Compliance Committee has no recommendations for change in the Policy.

### Members of the Compliance Committee:

Letisha Trepac: Associate Vice President for Budget and Finance  
Ketra Roselieb: Executive Director of Personnel and Financial Affairs  
Cheryl Webster: Assistant Comptroller, Business Services  
Jessica Dunn: Assistant Comptroller, Business Services  
James McNulty: Financial Advisor, Blue Rose Capital Advisors

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Report 20.6/5 Report on External Audits

This is a report of the activity and the results of the FY 2019 Annual External Financial Audit, Compliance Examination, and other outsourced audits.

### Annual External Financial Audit and Compliance Examination FY 2019

- A. Financial Audit – One finding
  - 1. Inadequate Control over Monitoring of Capital Assets in Construction in Progress
- B. Compliance Examination – total findings 8 – the one above and the following:
  - 2. Noncompliance with the College Student Immunization Act
  - 3. Noncompliance with University Guidelines on Excess Funds (repeat)
  - 4. Noncompliance with the University Guidelines on Subsidies (repeat)
  - 5. Weaknesses in Computer Inventory Controls (repeat)
  - 6. Lack of Adequate Controls over the Review of Internal Controls over External Service Providers (repeat)
  - 7. Lack of Disaster Contingency Planning or Testing to Ensure Recovery of Computer Systems
  - 8. Inadequate Segregation of Duties and Programmer Access to Production

Full detail of these audits may be found on the State of Illinois Auditor General’s Website:

<http://www.auditor.illinois.gov/Audit-Reports/WESTERN-ILLINOIS-UNIVERSITY.asp>

### Other External/Outsourced Audits, Regulatory Reviews, or Agreed-Upon Procedures:

- 1. NCAA – Independent Accountants’ Report on Applying Agreed-Upon Procedures – June 30, 2019
- 2. WIUM-FM/WIUW-FM Radio Financial Statements & Independent Auditors’ Report – June 30, 2019 & 2018
- 3. Western Illinois University Foundation Financial Statements & Independent Auditors’ Report – June 30, 2019
- 4. WQPT-TV Financial Statements & Independent Auditors’ Report – June 30, 2019 & 2018

### Number of Material Findings by University:

	Financial Audit		Compliance Examination	
	FY2019	FY2018	FY2019	FY2018
<a href="#">Eastern Illinois University</a>	0	0	8	1
<a href="#">Western Illinois University</a>	1	0	8	6
<a href="#">Chicago State University</a>	1	1	10	9
<a href="#">Southern Illinois University</a>	0	1	10	12
<a href="#">Northern Illinois University</a>	0	2	12	13
<a href="#">Governors State University</a>	0	1	12	19
<a href="#">U of I</a>	2	4	12	18

[Illinois State University](#)  
[Northeastern Illinois University](#)

1	2	13	9
0	1	20	21

WESTERN ILLINOIS UNIVERSITY  
BOARD OF TRUSTEES

June 12, 2020



**Western Illinois  
University**

Report No. 20.6/6 Report on Fall 2020 Health and Safety Plans

**A Briefing of Western Illinois University's Response to COVID-19**

The following briefing was created to provide a general overview regarding Western Illinois University's response to the COVID-19 pandemic. This report provides specific information related to the University's recently unveiled "Return to Work" plan, as well as outlines the precautionary measures that are implemented currently or are planned to be implemented in the coming weeks.

It's important to note that the information contained in this briefing is ever-changing and is updated quite frequently. As additional information is released from the CDC, World Health Organization, IL Department of Public Health, and the Illinois Board of Higher Education, modifications will be made to ensure WIU is compliant and doing everything possible to keep employees and students safe.

### **Return to Work: A Multi-Stage Approach:**

As WIU prepared to bring employees back to work, a committee was formed to review and evaluate the necessary practices that would need to be enacted in order to do so. The committee developed and implemented a "Return to Work Plan", which was presented to Deans, Chairs, and Directors, as well as placed on a dedicated webpage centered on the topic.

This multi-stage approach follows the directions from the federal government, Centers for Disease Control (CDC), Governor J.B. Pritzker, Illinois Department of Public Health, and the Rock Island County and McDonough County health departments. As these recommendations and regulations are ever-changing, the guidelines presented in the Return to Work Plan document will likely change and will be updated as necessary.

A brief overview of the "Return to Work Plan: A Multi-Stage Approach" are as follows:

The priorities of the institution remain to:

- Protect students, faculty, and staff against the risk of transmission of COVID-19.
- Protect students, faculty and staff who are vulnerable and/or caring for an individual who is vulnerable to COVID-19, as well as to protect the general public.
- Provide a critical level of service to students to fulfill the institution's educational mission.

Staff members who have been instructed to return to work on-site and have concerns due to a medical condition that places them in a higher risk group and/or those who wish to seek temporary ADA Reasonable Accommodations related to returning to work, should contact Equal Opportunity and Access at [EOA@wiu.edu](mailto:EOA@wiu.edu).

Employees who have questions regarding the Families First Coronavirus Response Act, which provides leave of absence options for certain reasons related to COVID-19, should email [HR-COVID@wiu.edu](mailto:HR-COVID@wiu.edu).

Each stage of this process will last a minimum of two weeks for evaluation of the criteria listed below. Changes in stages will be communicated to the University community in a timely manner to ensure adequate planning. In conjunction with governing bodies and public health officials, the following criteria has been developed to evaluate progression or regression between stages.

- McDonough and Rock Island counties have seen a level or decrease in the number of cases over the last 14 days.
- McDonough and Rock Island counties have adequate testing available.
- McDonough and Rock Island counties, as well as Western Illinois University, have an adequate stock of personal protective equipment (PPE).
- McDonough and Rock Island counties have adequate hospital bed space available.



## Return to Work: A Multi-Stage Approach: Phases 1-3

### STAGE I: WELLNESS:

- Telecommuting should be used when the majority of work can be effectively performed remotely.

For employees who are unable to effectively perform the majority of work from a remote location, or if the work demands of an office changes due to evolving campus operations, the following guidelines are suggested:

- Set alternating schedules so no more than 25% of total office staff are in the office each week or on a given day.
  - Weekly alternating “Purple” and “Gold” schedules (i.e., first week “Gold” team and following week “Purple” team, etc.).
  - Daily alternating “Purple” and “Gold” schedules (i.e., Monday, Wednesday, alternating Fridays; Tuesday, Thursday, alternating Fridays).
- All meetings should be held via electronic methods when possible.
- Supervisors should evaluate the work office environment and employee work schedules and prepare for an increased in-person work schedule in following stages.

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### STAGE II: INTEGRATE:

- Telecommuting should be used when the majority of work can be effectively performed remotely.

For employees who are unable to effectively perform the majority of work from a remote location, the following guidelines are suggested:

- Set alternating schedules so no more than 50% of total office staff are in the office each week or on a given day.
  - Add employees to established “Purple” and “Gold” schedules.
- In-person meetings and events of less than 10 people are allowed.
- Encourage virtual office hours or appointment scheduling to limit exposure.
- Supervisors should evaluate the work office environment and employee work schedules and prepare for an increased in-person work schedule in the following stage.

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### STAGE III: UNIFY:

- Telecommuting is encouraged, and will be evaluated on a case-by-case basis in consultation with supervisors when the majority of work can be effectively performed remotely.

Multi-Stage Approach Guidelines		
1   Wellness	2   Integrate	3   Unify
<ul style="list-style-type: none"><li>• Telecommuting encouraged</li><li>• No more than 25% of staff per office on campus per day</li><li>• Virtual meetings advised</li></ul>	<ul style="list-style-type: none"><li>• Telecommuting encouraged</li><li>• No more than 50% of staff per office on campus per day</li><li>• Meetings of 10 people or less allowed, otherwise virtual meetings advised</li></ul>	<ul style="list-style-type: none"><li>• Telecommuting option available for employees who can perform work remotely</li><li>• Meetings of 50 people or less allowed, otherwise virtual meetings advised</li></ul>

For employees who report to campus to work, the following guidelines are suggested:

- Set alternating schedules so no more than 75% of total office staff are in the office each week or on a given day.
  - Add employees to established “Purple” and “Gold” schedules, potentially mixing the two as restrictions are lifted.
- In-person meetings and events of less than 50 people are allowed.
- Continue to use virtual options for meetings and conduct business electronically as much as possible.
- Supervisors should evaluate the work office environment and employee work schedules and prepare for a return to full staff operations.

### **Health & Safety Precautionary Measures:**

Similar to the Return to Work Committee, a Health and Safety Committee was formed of 16 individuals from both WIU campuses to review and recommend health and safety protocols for campus. This group looked at all facets of the University from bus service, housing/dining, and classroom instruction, to mental health services and athletic competitions. Several recommendations were then presented to the Administration to review and implement where deemed appropriate.

Several of these measures are already currently in place. As additional guidelines are presented by health officials, WIU will adjust and implement steps as necessary.

Precautions include the following:

### **STAFFING & OPERATIONS:**

- **Staffing Levels:** Directors, deans and chairs of departments were asked to limit the number of people who return to work in in each phase of the Return to Work plan. Stage I: Wellness=25% Stage II: Integrate=50%. Decisions will ultimately be based on the needs of the unit.
- **Area Specific Control Plans:** Each area of campus is required to develop and send a copy of a “Control Plan” respective to their area to highlight the specific procedures being implemented to provide a safe environment for their employees. These plans are then reviewed by a committee to provide further recommendations and ensure that consistency across campus is being implemented.
- **Signage:** Signage and other messaging will be created and available for campus entities to use to create a consistent look and communication.
- **Training:** Before returning to work, all employees will be provided and must complete COVID-19 Training, which provides information on the pandemic, proper procedures for such things as wearing a mask, and provides them guidance on how to return to work.

### **SOCIAL DISTANCING:**

- **Rearranging of Furniture:** When possible, office furniture will be removed to ensure social distancing. For example, some chairs around conference tables may be removed. In classroom settings, chairs will be moved around to comply with the mandated occupancy guidelines for gatherings. In classroom settings with fixed seating, seats will be wrapped with plastic to take them offline and to properly distance individual seating.

- **Separating Work Stations:** Individuals are being asked to ensure that at least six feet be maintained between employee work stations. If this is not possible, alternative work stations will be identified, staggered work schedules may be implemented or other steps will be taken to ensure social distancing.
- **Floor decals or “distance dots”:** Decals are available to areas of campus to be used to be placed 6 feet apart for spaces in which individuals typically form lines.
- **Hallway doors:** Interior hallway and suite entrance doors should be left open whenever possible to minimize contact by people touching doorknobs. This does not apply to doors to individual offices and laboratories that do not serve as reception areas.
- **Entrances to Buildings:** Centralized one point of entry locations were identified and shared with employees for the summer Return to Work processes. As school begins, each building will have doors labeled for ENTRANCE or EXIT accordingly.

## HYGIENE PROTOCOLS

- **Face Coverings:** Employees will be required to wear a face covering when in an indoor common/public area of the University. Examples of these locations include: spaces anyone can access, such as reception areas with walk-in access, lobbies of buildings, and laboratory spaces where multiple people are present and social distancing is variable or not possible. It is anticipated that face coverings will be required in the fall as school begins, so the University is working on a plan to distribute masks to all students, faculty, and staff in August.
- **Water fountains:** Fountains will be disabled with exceptions for touchless water-bottle fillers.
- **Partitions/Shields:** Clear, acrylic shield partitions will be provided for reception areas or between work stations that are less than 6 feet apart and cannot be changed.
- **Sanitizer Stations:** Hand sanitizers will be available in each building. The goal is to install one sanitizer station per floor in each building, including residence halls. Due to the low availability of the traditional sanitizer stations, Facilities Management is looking at ways to possibly utilize soap dispensers as a temporary solution.
- **Sinks:** Where applicable and where there is more than one sink in a bathroom next to each other, sinks will be shut-off and taken offline.

## CLEANING & DISINFECTING

- **Disinfecting and cleaning supplies:** Spray bottles with an EPA approved disinfectant and paper towels will be provided in each office area and classroom for students and employees to clean their areas before and after use.
- **Cleaning protocols:** Facilities Management is developing specific procedures for campus facilities which include:
  - Restrooms and common areas will be cleaned and disinfected on a regular basis.
  - Staff from Facilities Management will clean and disinfect frequently touched surfaces in public areas, including doorknobs, light switches, toilets, faucets, elevator buttons, and sinks.



- Employees will be responsible for wiping down their private offices; supplies will be provided upon request by unit directors or designees.
- Employees should clean and disinfect frequently-touched equipment in their areas such as telephones, keyboards, copy machine buttons, shared break room appliances, etc.
- Surface disinfectant will be provided for employees to wipe down frequently used countertops.

**Return to Work Website:** [www.wiu.edu/returntowork](http://www.wiu.edu/returntowork)

A Return to Work Webpage was created to provide information related to the Restore IL Plan, WIU's Return to Work Plan, as well as list other FAQs, Planning tools, and other relative information related to returning to work.

This page will serve as a centralized guide for all information related to the Return to Work plan and phases.

This webpage is in addition to the WIU Coronavirus Webpage, which provides a holistic overview to WIU's response. [www.wiu.edu/coronavirus](http://www.wiu.edu/coronavirus)

The screenshot shows the Western Illinois University website. The main content area is titled "Western: Return to Work Plan" and is updated as of May 29, 2020. It features a table with five phases of reopening and a section for multi-stage approach guidelines.

Phase 1 Rapid Reopen	Phase 2 Reopening	Phase 3 Reopening	Phase 4 Reopening	Phase 5 Reopening
<ul style="list-style-type: none"> <li>• Only 100% of employees are permitted to return to work, with physical distancing and mask-wearing required.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> </ul>	<ul style="list-style-type: none"> <li>• Only 50% of employees are permitted to return to work, with physical distancing and mask-wearing required.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> </ul>	<ul style="list-style-type: none"> <li>• Only 25% of employees are permitted to return to work, with physical distancing and mask-wearing required.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> </ul>	<ul style="list-style-type: none"> <li>• Only 10% of employees are permitted to return to work, with physical distancing and mask-wearing required.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> </ul>	<ul style="list-style-type: none"> <li>• Only 5% of employees are permitted to return to work, with physical distancing and mask-wearing required.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> <li>• Employees must wear face masks at all times.</li> <li>• Physical distancing is required at all times.</li> </ul>

The "Multi-Stage Approach Guidelines" section includes three columns:

- 1 | Wellness:**
  - Understanding encouraged
  - No more than 25% of employees are permitted to return to work
  - Physical distancing required
- 2 | Integrate:**
  - Understanding encouraged
  - No more than 50% of employees are permitted to return to work
  - Physical distancing required
- 3 | Unify:**
  - Understanding encouraged
  - No more than 75% of employees are permitted to return to work
  - Physical distancing required

\* It is important to note that while the Governor's plan for the state is being followed, Western Illinois University's multi-stage approach is what campus employees should be following as we progress from phase to phase. Employees may find that some of the procedures outlined in a specific phase of the WIU plan may be stricter than that of the Governor's plan. The purpose behind this is to provide the campus community enough time to implement the

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Report No. 20.6/7 Enrollment Update

## Enrollment Management Report as of 5-22-2020 for the WIU Board of Trustees

### Current Enrollment Funnel – Fall 2020 Freshmen

<b>FALL FRESHMEN</b>	<b>FALL 2020</b>	<b>FALL 2019</b>	<b>% of Prior Year +/-</b>	<b>FINAL FALL 2019</b>	<b>% OF FINAL TERM TOTAL</b>
New Applicants	7,307	7,080	3.21%	7,195	101.56%
New Admits	4,794	4,048	18.43%	4,093	117.13%
Summer Orientation	798	735	8.57%	850	93.88%
Housing Contracts	683	601	13.64%	768	88.93%
Financial Aid Application	3071	2634	16.59%	3048	100.75%
New Registered*	546	32	1606.25%	895	61.01%

### Current Enrollment Funnel – Fall 2020 Transfers

<b>FALL TRANSFER</b>	<b>FALL 2020</b>	<b>FALL 2019</b>	<b>% of Prior Year +/-</b>	<b>FINAL FALL 2019</b>	<b>% OF FINAL TERM TOTAL</b>
New Applicants	1,374	1,236	11.17%	1,534	89.57%
New Admits	743	714	4.06%	1,021	72.77%
Housing Contracts	87	99	-12.12%	159	54.72%
Financial Aid Application	498	494	0.81%	770	64.68%
New Registered*	298	287	3.83%	660	45.15%

### Current Enrollment Funnel – Fall 2020 Graduate Students

<b>FALL GRADUATE</b>	<b>FALL 2020</b>	<b>FALL 2019</b>	<b>% of Prior Year +/-</b>	<b>FINAL FALL 2019</b>	<b>% OF FINAL TERM TOTAL</b>
New Applicants	1,485	1,252	18.61%	1,503	98.80%
New Admits	910	759	19.89%	968	94.01%
New Registered*	188	185	1.62%	516	36.43%

### Current Enrollment Funnel – Fall 2020 Total Enrollment

FALL TOTAL	FALL 2020	FALL 2019	% of Prior Year +/-	FINAL FALL 2019	% OF FINAL TERM TOTAL
Continuing Enrollment*	4,104	4,590	-10.59%	5,553	73.91%
Total Headcount *	5,136	5,094	0.82%	7,624	67.37%
Total FTE Enrollment*	4,344.46	4,273.71	1.66%	6,406.93	67.81%

**This includes all students on all campuses compared to the same point in time from the previous year.**

\* Due to a shift in the advanced registration dates, clean comparisons with 2019 enrollment is not yet available.

### INSIDE THE NUMBERS

Due to COVID-19, prior year comparisons may prove to be not as predictive as they typically would be. That said, indicators continue to move in a positive direction and comparisons to prior year for new students are up in almost every category. Without the uncertainty of the impact of COVID-19, we would be very optimistic about our fall enrollment potential.

**Freshmen applications** typically begin to decrease rapidly at this stage of the cycle. Given that we would expect a decline, it is very encouraging that applications *were up 24%* last week compared to same week the prior year. We will continue to push students to apply until the end of the cycle. Overall applications for this year have exceeded last year's final total.

**Freshmen offered admission** would also be expected to decrease at this stage of the cycle as students decide to attend elsewhere and therefore do not complete their submitted applications. It is therefore highly encouraging that freshman admissions were up 180% last week compared to same week the prior year. Overall admissions for this year have exceeded last year's final total.

**Freshmen housing contracts** have continued to increase compared year-to-year and are now up nearly 14%. Financial aid applications also continued to increase, another very strong indicator of continued growth moving forward. They have also exceeded last year's final total. Orientation reservations are up more than 8% compared to last year. The aggregate positivity of these components of enrollment again are very positive indicators for fall enrollment.

**Transfer applications** increased 14% last week compared to same week the prior year and are now up 11% overall. New admits and financial aid applications are also up compared to prior year figures.

**Graduate applications** are up nearly 19% and admits are up nearly 20%. This continues a strong turnaround from early in this cycle when applications were down several percent compared to the prior year.

**Freshmen retention** from fall 2019 is very encouraging. As of 5/22/20, *72.4% of last fall's freshmen class had already registered for fall 2020.* Last year, on 5/23/19, only 61.5% of the fall 2018 class had registered for fall 2019. We are on pace for our highest freshmen retention in over a decade.

**Total new student admissions** from freshmen, transfer and graduates combined are up 926, a 17% increase over last year.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Report No. 20.6/8 Annual Listing of Academic Program Changes

## WESTERN ILLINOIS UNIVERSITY ANNUAL LISTING OF ACADEMIC PROGRAM CHANGES June 21, 2019 to June 20, 2020

	PROGRAM CHANGE	CIP CODE	PROGRAM TITLE	REMARKS	DATE APPROVED
<b>*****REPORTING CATEGORIES AS IDENTIFIED BY IBHE*****</b>					
<b>1</b>	Creation of a new non-credit program or a program of study composed of credit courses that does not result in the formal award of a degree.		N/A		
<b>2</b>	Creation of a new unit that does not have an instructional, research, or public service mission including new units that might be named department, division, or institute.		N/A		
<b>3</b>	Addition of a new organized set of courses within a major to an existing degree program.	27.0101	B.S. in Mathematics, Actuarial Science option		Campus 10/28/19
		52.0301	B.B. in Accountancy: Management Accounting emphasis Taxation emphasis		Campus 04/09/20



	PROGRAM CHANGE	CIP CODE	PROGRAM TITLE	REMARKS	DATE APPROVED
		31.0301	B.S. in Recreation, Park and Tourism Administration: Adapted Recreation and Inclusion option Community Organizations option Outdoor Recreation option Recreation, Park and Tourism Administration option Tourism, Hospitality and Event Management option	See also #8	Campus 04/28/20
		40.0404	B.S. in Meteorology: Applied Meteorology option Operational Meteorology option		Campus 05/11/20
4	Addition of an externally funded research or public service activity labeled as a center or institute because of grant requirements. The activity is temporary, not formally organized, and has no continuous mission.		N/A		
5	Addition of a new minor.		Minor in Educational Studies		Campus 01/29/20
5	Addition of a new minor (cont'd)		Minor in Cannabis Production		Campus 02/10/20
			Minor in Cannabis and Culture		Campus 02/24/20
			Minor in American Sign Language		Campus 04/28/20

	PROGRAM CHANGE	CIP CODE	PROGRAM TITLE	REMARKS	DATE APPROVED
			Minor in Emergency Management — Operational		Campus 04/28/20
			Minor in Emergency Management — Tactical		Campus 04/28/20
			Minor in Youth Leadership	See also #20	Campus 04/28/20
			Minor in Computer Science Education		Campus 05/11/20
6	Change in a degree title.	45.0702	M.S. in GIScience and Geoenvironment	Formerly M.A. in Geography (45.0701) See also #15 and #16	Campus 04/14/20 IBHE 04/21/20
		51.3101	B.S. in Nutrition and Dietetics	Formerly B.S. in Dietetics	Campus 04/28/20
7	Change in the name of an administrative, research, or public service unit.		N/A		
8	Elimination of an existing degree program/center.	52.0901	B.S. in Hospitality Management	Entered phase-out; to be eliminated following the SP 23 semester See also #3	Campus 04/28/20
9	Reorganization, restructuring, consolidation, elimination, and other changes of existing administrative, research, or public service units that does not result in an increase in subunits.		School of Accounting, Finance, Economics and Decision Sciences	Formerly Department of Accounting and Finance <u>and</u> Department of Economics and Decision Sciences	Campus 04/02/20
10	Creation of certificate program in a field in which there is a previously approved degree program.		N/A		
11	Creation of a joint degree program from two previously approved programs.		N/A		

	<b>PROGRAM CHANGE</b>	<b>CIP CODE</b>	<b>PROGRAM TITLE</b>	<b>REMARKS</b>	<b>DATE APPROVED</b>
<b>12</b>	Creation of a new, formally organized research or public service unit that has a temporary mission of up to five years.		N/A		
<b>13</b>	Creation of a certificate program in a field or at a level in which there is not a previously approved degree program at that level or higher level.		N/A		
<b>14</b>	Creation of a new program that results from the reorganization or restructuring of the curricular elements of an existing program that have over time evolved into separate and distinct programs.	13.0607 Proposed	B.S.Ed. in Educational Studies	Reasonable and Moderate Extension (RME) of previously approved B.S.Ed. degree programs: B.S.Ed. in Bilingual/ESL Education B.S.Ed. in Elementary Education B.S.Ed. in Middle Level Education B.S.Ed. in Special Education	Campus 01/29/20 IBHE Pending
<b>15</b>	Reclassification of a program resulting from incremental changes or consolidation of two or more degree programs into a single program.	45.0702	B.S. in Geographic Information Science	Formerly 45.0701	Campus 04/14/20 IBHE 04/21/20
		45.0702	M.S. in GIScience and Geoenvironment	Formerly M.A. in Geography (45.0701) See also #6 and #16	Campus 04/14/20 IBHE 04/21/20
<b>16</b>	Changes in degree designation at the same level.	45.0702	M.S. in GIScience and Geoenvironment	Formerly M.A. in Geography (45.0701) See also #6 and #15	Campus 04/14/20 IBHE 04/21/20

	<b>PROGRAM CHANGE</b>	<b>CIP CODE</b>	<b>PROGRAM TITLE</b>	<b>REMARKS</b>	<b>DATE APPROVED</b>
17	Creation of a degree program in a new field or at a new level.	13.1299 Proposed	Master of Arts in Teaching (M.A.T.) in Alternative Teacher Licensure		Campus 02/18/19 BOT Pending ISBE Pending IBHE Pending
17	Creation of a degree program in a new field or at a new level (cont'd)	51.2305 Proposed	Master of Music Therapy (M.M.T.)		Campus 03/05/20 BOT Pending IBHE TBD
		13.1311 Proposed	Master of Science (M.S.) in Teaching Mathematics		Campus 04/09/20 BOT Pending IBHE TBD
18	Creation of new units of instruction, research, or public service that involve a change or expansion in mission.		N/A		
19	Creation of a new campus.		N/A		
<b>*****ADDITIONAL CATEGORIES IDENTIFIED BY UNIVERSITY*****</b>					
20	Elimination of existing organized set of courses within a major to an existing degree program	30.0000	B.S. in Interdisciplinary Studies, Youth Leadership concentration	See also #5	Campus 04/28/20
21	Elimination of pre-conditional major status		Pre-Conditional Nursing major status	Allows direct enrollment into Pre-Nursing major status	Campus 12/06/19
22	Offering existing academic program at Quad Cities campus	09.0701	M.A. in Communication		Campus 07/24/19

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/6 New Program Resolution

**WHEREAS** Goal 4 of *The Illinois Commitment* states that “Illinois will increase the number and diversity of residents completing training and education programs”; and

**WHEREAS** Goal 3 of *The Illinois Public Agenda for College and Career Success* is to “increase the number of high-quality post-secondary credentials to meet the demands of the economy and an increasingly global society”; and

**WHEREAS** Goal 2 of Western Illinois University’s Strategic Plan, “Higher Values in Higher Education 2017–2027,” is to advance educational opportunity, and Action 2 includes “continuing development of new degree programs and post-baccalaureate certificates in areas of high demand/critical skills shortages that are consistent with the academic mission of the University”; and

**WHEREAS** a major goal of Western Illinois University is to establish new programs in Macomb and the Quad Cities which will serve the needs of the host communities in the region and beyond the region by serving as a vital, economic, educational, cultural, and social resource:

**THEREFORE** be it resolved that the Board of Trustees of Western Illinois University approves the following new degree programs as presented:

- Master of Arts in Teaching (M.A.T.) in Alternative Teacher Licensure, to begin SU 21; and
- Master of Music Therapy (M.M.T.), to begin FL 21; and
- Master of Science (M.S.) in Teaching Mathematics, to begin FL 21.

## **Master of Arts in Teaching (M.A.T.) in Alternative Teacher Licensure**

The Master of Arts in Teaching degree program in Alternative Teacher Licensure is designed to provide an alternative pathway to earning teacher licensure. Upon implementation, this degree program would immediately help to alleviate the severe statewide teacher shortage and serve specific educator preparation needs in rural West-Central Illinois. The School of Education at Western Illinois University has received, to date, nineteen letters from regional administrators in support of an alternative licensure program, including one district with more than twenty paraprofessionals with B.A./B.S. degrees who would potentially be interested in such a program.

Only five institutions in the State of Illinois currently offer state-approved alternative teacher licensure programs, and all of these programs are private institutions in the Chicago area. Western Illinois University would be the first public, downstate institution to offer such a degree program.

A general outline of Illinois' Alternative Certification Program requirements follows:

- All candidates are required to complete the academic requirements for the degree program.
- This is a two-year residency program, and each cohort will begin in the summer session. During this summer session, each student will complete an intensive summer session of methods and pedagogical coursework.
- After meeting the requirements of the licensure program, the candidate will be issued (as part of the program) an Educator Licensure with Stipulation endorsed for Alternative Educator [an ELS (APE)].
- The candidate will then enter into the first year of the two-year residency. He or she will be placed into a classroom as a paid, full-time teacher of record and be assigned a mentor teacher.
- No later than the end of the first year of residency, the candidate must complete any coursework required for the program and be recommended by the program officials for a second year.
- During the first semester of the second year of teaching residency, the candidate must pass the edTPA performance-based assessment.
- Throughout the second year of residency, the candidate must successfully complete any remaining program requirements.
- At the end of the second year of residency, the principal of the school will administer a comprehensive assessment to gauge the candidate's teaching effectiveness.
- Upon completion of the program, the candidate will exchange the ELS (APE) for the Professional Educator License (PEL) via entitlement.

The degree program requires students to complete a minimum of 36–38 semester hours, including a 15-s.h. core and a 21–23 s.h. licensure track in the area of the student's interest. The degree program will be administered by the School of Education within the College of Education and Human Services. It is anticipated that five students will enroll in the degree program during its first year of operation. By the fifth year of operation, the program is anticipated to grow to approximately forty-one program majors with thirty-one degrees awarded annually.

## **Master of Music Therapy (M.M.T.)**

The Master of Music Therapy degree program is designed to provide students with the Advanced Competencies established by the American Music Therapy Association (AMTA). This degree program addresses the practice of music therapy in such a manner that the music therapist applies and integrates a comprehensive synthesis of theories, research, treatment knowledge, musicianship, clinical skills, and personal awareness to address client needs.

The degree program requires students to complete a minimum of 34 semester hours, including a 15-s.h. core and 19 s.h. of directed electives. The degree program will be administered by the School of Music within the College of Fine Arts and Communication. It is anticipated that five students will enroll in the degree program during its first year of operation. By the fifth year of operation, the program is anticipated to grow to twenty-five program majors with sixteen degrees awarded annually.

## **Master of Science (M.S.) in Teaching Mathematics**

School districts with a need to offer dual-credit courses to their secondary school students must find teachers with a master's degree in the content area and a state teaching license. Current secondary school teachers who obtain the M.S. in Teaching Mathematics degree would meet criteria to teach dual-credit mathematics courses, thus increasing their earning potential by receiving additional pay for teaching dual-credit courses or for moving up on the pay scale by earning their master's degree, or both.

A Western Illinois University alumna, now a secondary school mathematics teacher in the Quad Cities, contacted a WIU faculty member to inquire about this type of program. This alumna also indicated that six other teachers in her area have expressed interest in enrolling in a program such as this, and three more indicated they might enroll after learning more information. Anecdotal evidence implies that a large market already exists for this program. This program will be available entirely online within a few years, so the potential market will grow even larger.

The degree program requires students to complete a minimum of 30 semester hours, including a 12-s.h. core, 12 s.h. of electives, and 6 s.h. of capstone courses. The degree program will be administered by the Department of Mathematics and Philosophy within the College of Arts and Sciences. It is anticipated that seventeen students will enroll in the degree program during its first year of operation. By the fifth year of operation, the program is anticipated to grow to fifty-seven program majors with ten degrees awarded annually.

# WESTERN ILLINOIS UNIVERSITY

## BOARD OF TRUSTEES

June 12, 2020

### Report No. 20.6/9 Report on Academic Curricular and Administrative Changes

The following agenda report on academic curricular and administrative changes is provided in accordance with Section III, Subsection D.2., of the *Board of Trustees Regulations*. The report includes changes for the period June 21, 2019, to June 20, 2020.

#### **Elimination of an existing program/center or option of an existing degree program**

The Bachelor of Science (B.S.) in Hospitality Management degree program has entered phase-out and is scheduled for elimination following the SP 23 semester. This degree program has been replaced by the new Tourism, Hospitality and Event Management option of the Bachelor of Science (B.S.) in Recreation, Park and Tourism degree program. This change was approved by Interim Provost Clow on April 28, 2020.

#### **Reorganization, restructuring, consolidation, elimination, and other changes of existing administrative, research, or public service units that do not result in an increase of subunits**

The Department of Accounting and Finance and the Department of Economics and Decision Sciences have been merged and designated the School of Accounting, Finance, Economics and Decision Sciences, effective July 1, 2020. This change was approved by Interim President Abraham on April 2, 2020.

#### **Reclassification of a program resulting from incremental changes or consolidation of two or more degree programs into a single program**

The Bachelor of Science (B.S.) in Geographic Information Science and the Master of Arts (M.A.) in Geography were reclassified from CIP Code 45.0701 (Geography) to 45.0702 (Geographic Information Science and Cartography). These requests were approved by Interim Provost Clow on April 14, 2020, and by IBHE on April 21, 2020.

#### **Change in degree designation at the same level**

In conjunction with the reclassification of CIP Code for the Master of Arts (M.A.) in Geography, the degree designation was changed to Master of Science (M.S.).



### **Changes in degree titles**

In conjunction with the reclassification of CIP Code and change in degree designation for the Master of Arts (M.A.) in Geography, the title was changed to GIScience and Geoenvironment.

The title of the Bachelor of Science (B.S.) in Dietetics was changed to Nutrition and Dietetics. This change was approved by Interim Provost Clow on April 28, 2020.

### **Creation of a degree program in a new field or at a new level**

The Master of Arts in Teaching (M.A.T.) in Alternative Teacher Licensure degree program was approved by Interim Provost Clow on February 14, 2019, and by President Thomas on February 18, 2019, and was reaffirmed by Interim President Abraham on March 20, 2020. This program has been submitted for approval by the Western Illinois University Board of Trustees, the Illinois State Board of Education (ISBE) and the Illinois Board of Higher Education (IBHE). Pending BOT, ISBE, and IBHE approval, this program will be implemented in Summer 2021.

The Master of Music Therapy (M.M.T.) degree program was approved by Interim Provost Clow on November 7, 2019 and by Interim President Abraham on March 5, 2020. This program has been submitted for approval by the Western Illinois University Board of Trustees at its June, 2020, meeting. Pending BOT approval, it will be submitted to IBHE during the 2020–21 academic year for implementation in Fall 2021.

The Master of Science (M.S.) in Teaching Mathematics degree program was approved by Interim Provost Clow and Interim President Abraham on April 9, 2020. This program has been submitted for approval by the Western Illinois University Board of Trustees at its June, 2020, meeting. Pending BOT approval, it will be submitted to IBHE during the 2020–21 academic year for implementation in Fall 2021.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/7 Resolution to Approve Termination of a University Employee

### **Resolution:**

**WHEREAS** in accordance with Article 22.1 of the 2017-2021 Collective Bargaining Agreement with UPI Local 4100, “Termination of a tenured employee at any time or of a probationary employee before the end of the specified term may be effected for adequate cause, including violation of employment obligations or professional ethics as specified in Board or University policy, rules, and regulations, or in this Agreement;” and,

**WHEREAS** in accordance with Article 22.1 of the 2017-2021 Collective Bargaining Agreement with UPI Local 4100, “Termination is affected only by action of the Board of Trustees upon recommendation of the University President;” and,

**WHEREAS** Dr. Martin Abraham, Interim President, has recommended the termination of Dr. Erica McJimpsey in accordance with Article 22.1 of the 2017-2021 Collective Bargaining Agreement with UPI Local 4100; and,

**WHEREAS** the Board of Trustees of Western Illinois University has had extensive discussion Concerning Dr. Erica McJimpsey’s violation of her employment obligations and professional ethics as specified above in Article 22.1:

**THEREFORE** be it resolved Dr. Erica McJimpsey’s employment at Western Illinois University shall be terminated effective June 12, 2020.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Report No. 20.6/10 Report on Hiring Activity

### **New Administrators**

Dr. Francis Godwyll - Dean, College of Education and Human Services  
Ph.D. University of Education Heidelberg  
University of West Florida

Dr. Craig Conrad – Interim Dean, College of Business and Technology  
DBA Louisiana Tech University  
Western Illinois University

Dr. Lorette Oden – Interim Dean, Centennial Honors College  
Ph.D. University of Toledo  
Western Illinois University

Dr. Jeremy Reed – Associate Vice President For Enrollment Management  
Ph.D. High Education and Student Affairs - University of Iowa  
Northern State University – Aberdeen, South Dakota

Dr. Roland Glean – Executive Director, International Affairs  
Ph.D. Political Science—Public Law, Washington University  
Midwestern State University

Dr. Kishor Kapale – Chair, Department of Physics  
Ph.D. Physics, Texas A&M University  
Western Illinois University

Dr. Victoria Baramidze – Chair, Department of Mathematics and Philosophy  
Ph.D. Mathematics, University of Georgia  
Western Illinois University

Dr. Jeffery Brown – Director, School of Music  
DMA Eastman School of Music  
Western Illinois University

Dr. Jonathan Linton – Director, School of Marketing and Management  
Ph.D. Management Science - York University  
University of Sheffield

## **New Faculty Members**

Dr. Quinquing Zhu – Department of Psychology, Assistant Professor  
Ph.D. School Psychology, University of Kansas

Dr. Amy Louck Davis – Department of Psychology, Instructor  
Ph.D. Clinical Psychology, Wright State University

Mr. Jon “Kevin” Resch – School of Marketing and Management, Instructor  
MBA Utah State University

Dr. John Robert Sparger – School of Accounting and Finance, Assistant Professor  
DBA Accounting, Kennesaw State University

Mr. Ihab Mohammed – School of Computer Science, Assistant Professor  
ABD Western Michigan University

Ms. Kristin Wiseley – School of Education, Assistant Professor  
ABD Urban Education, Special Education, University of Wisconsin

Dr. Kenneth Lee – School of Music, Assistant Professor  
DMA Cello, Conducting, New England Conservatory

Dr. Ryan Aguirre – School of Music, Assistant Professor  
Ph.D. Music Education, Florida State University

Dr. Jessica Martin – Department of Broadcasting and Journalism, Instructor  
Ph.D. Education, Capella University

Mr. Donald Laney, MFA – Department of Theatre and Dance, Instructor  
MFA Dance, University of California Irvine

Dr. Danyang Zhao – Department of Communication, Assistant Professor  
Ph.D. Communication Theory and Research, Florida State University

Dr. Jose Antonio Cardenas-Haro - School of Computer Sciences, Assistant Professor  
Ph.D. Computer Science, Arizona State University

Dr. Monica Rouse – School of Education, Assistant Professor  
Ed.D Education, Walden University

WESTERN ILLINOIS UNIVERSITY  
BOARD OF TRUSTEES

June 12,2020

Resolution No. 20.6/8 Tenure Recommendations for 2020-2021

**Resolution:**

**WHEREAS** the attached tenure recommendations are in accordance with Article 20 of the 2017-2021) Collective Bargaining Agreement with UPI Local 4100 and applicable Board Regulations:

**THEREFORE** be it resolved that the Board of Trustees of Western Illinois University approves, as presented, the tenure recommendations for 2020-2021.

TENURE RECOMMENDATIONS			
NAME	DEPARTMENT/UNIT	DEGREE	RANK
<b><i>Arts and Sciences</i></b>			
Asare, Edmund	Foreign Languages and Literatures	Ph.D.	Associate
<b><i>Business and Technology</i></b>			
Koo, Wanmo	Management and Marketing	Ph.D.	Associate
Linton, Jonathan*	Management and Marketing	Ph.D.	Professor
<b><i>Education &amp; Human Services</i></b>			
Godwyll, Francis**	Education	Ph.D.	Professor
<b><i>Fine Arts and Communication</i></b>			
Shumate, Penny R.	Music	Ph.D.	Associate

NEGATIVE TENURE RECOMMENDATIONS			
NAME	DEPARTMENT/UNIT	DEGREE	RANK

\*Dr. Linton is Department Chair of Management and Marketing

\*\*Dr. Godwyll is the COEHS Dean

5 candidates recommended

# WESTERN ILLINOIS UNIVERSITY

## BOARD OF TRUSTEES

June 12, 2020

### Report No. 20.6/11 Evidence for Reaffirmation of Accreditation

#### Western Illinois University Higher Learning Commission Accreditation Update Board of Trustees Meeting June 12, 2020

##### **Key Items**

- WIU is entering Year 10 of its accreditation cycle and requires a “reaffirmation of accreditation.” To obtain this, the University will submit an “assurance argument” by January 2021 and receive a physical/virtual visit from representatives of the Higher Learning Commission (HLC) in April 2021.
- A University’s assurance argument details how the institution meets HLC’s Criteria for Accreditation.
- The Social Responsibility Task Force, led by Dr. Joe Rives and comprised of over 75 individuals representing various areas of the university and region, was formed in Fall 2015. This task force discussed various aspects of accreditation and began compiling supporting evidence and drafting documents for the HLC assurance argument and 2021 accreditation visit.
- In Spring 2020 an assurance argument writing team was formed (see future slide). This team is now drafting the assurance argument, attending workshops sponsored by HLC, preparing the necessary webpages for the accreditation review, and implementing the next steps in this process.
- In Summer 2020 five working groups (see future slide) will address individual pieces of the assurance argument.
- Representatives from the BOT will be involved in these next steps of the process (see future slide).
- In Fall 2020 the final draft of the assurance argument for HLC accreditation will be shared with the BOT.

##### **HLC Assurance Argument Writing Team**

- Dr. Mark Mossman, Associate Provost and Accreditation Liaison Officer (Chair)
- Dr. Lori Baker-Sperry, Professor and University Assessment Coordinator
- Ms. Angela Bonifas, Director, Institutional Research
- Dr. Kristi Mindrup, Assistant Vice President, Quad Cities Campus
- Dr. Amy Patrick Mossman, Professor and Director of the University Writing Center
- Mr. Justin Schuch, Interim Executive Director of Retention Initiatives

## **The Board of Trustees' Role in the HLC Accreditation Process**

The BOT's role in the HLC accreditation process includes the following responsibilities:

- BOT members will review this PowerPoint to understand the definitions of each criterion in the assurance argument;
- BOT members will participate in various small criteria working groups in Summer 2020;
- BOT member will participate in a larger, representative Assurance Argument Feedback Committee in Fall 2020;
- BOT as a whole will be asked to read the final draft of the assurance argument in December 2020;
- BOT members will be available for questions from HLC representatives during the visit in Spring 2021.

## **Overall Timeline for Compliance, Assurance Argument, and Preparation for the Accreditation Visit**

<b>Spring 2019 – Fall 2019</b>	Continued Social Responsibility Task Force meetings and compilation of supporting evidence for the assurance document
<b>Fall 2019</b>	Federal compliance document submitted
<b>Spring 2020</b>	Annual institutional review completed and submitted to HLC
<b>Spring 2020 – Summer 2020</b>	Assurance argument writing team continues work, contact with HLC Liaison, development of criteria working groups
<b>Summer 2020</b>	Implementation of criteria working groups
<b>Fall 2020</b>	Assurance argument document shared with Assurance Argument Feedback Committee comprised of representatives from the entire WIU community
<b>December 2020</b>	Final draft of assurance argument document shared with BOT
<b>Spring 2021</b>	Submit finalized assurance argument document
<b>Spring 2021</b>	HLC visit completed

## **Elements of the Assurance Argument**

- The university provides a narrative and supporting evidence that demonstrates it meets HLC's five criteria for accreditation
- Supporting evidence must
- substantiate the facts and arguments presented in the narrative,



- respond to the prior HLC peer review team’s concerns and recommendations,
- explain any nuances specific to the university,
- strengthen the university’s overall compliance record, and
- affirm the university’s overall academic quality, financial stability, and integrity.

**Criterion One: “Mission”**

**Purpose: Demonstrate that the institution’s mission is clear and articulated publicly, and that it guides the institution’s operations.**

- “The institution’s mission is articulated publicly and operationalized throughout the institution.”
- Supporting evidence might include documentation of the history, development, and adoption of the university’s mission statement; documentation of the policies and actions implemented or discontinued to achieve clearer alignment between the university’s practices and its mission; and documentation that academic programs, student support services, and planning and budgeting priorities align with the mission.
- “The institution’s mission demonstrates commitment to the public good.”
- Supporting evidence might include documentation of the university’s role in the community; a list of efforts, programs, and certificates that meet community or constituent needs; and engagement of faculty, staff, and students in the community.
- “The institution provides opportunities for civic engagement in a diverse, multicultural society and globallyconnected world, as appropriate within its mission and for the constituencies it serves.”
- Support evidence might include course-based activities that promote civic engagement, documentation of how diversity and inclusion are addressed in the university’s strategic plan, and student demographics and enrollment strategies that demonstrate a focus on diversity and inclusion.

**Criterion Two: “Integrity: Ethical and Responsible Conduct”**

**Purpose: Demonstrate that the university acts with integrity, and that its conduct is ethical and responsible.**

- “The institution establishes and follows policies and processes to ensure fair and ethical behavior on the part of its governing board, administration, faculty, and staff.”
- Supporting evidence might include hiring qualifications and processes for faculty and staff; institutional policies on nondiscrimination, FERPA, Title IX, etc.; and internal budget control policies.
- “The institution presents itself clearly and completely to its students and to the public.”
- Supporting evidence might include published list of current accreditations, faculty and staff roster, and recruitment and admissions documents.
- “The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution’s integrity.”

- Supporting evidence might include information about athletic academic services, fine arts offerings, and a list of cultural events and research symposia.
- “The institution is committed to academic freedom and freedom of expression in the pursuit of truth in teaching and learning.”
- Supporting evidence might include a list of board members with bios; board manual, policies, and bylaws; and board approval of planning and budgeting documents.
- The institution’s policies and procedures call for responsible acquisition, discovery, and application of knowledge by its faculty, staff, and students.”
- Supporting evidence might include the academic integrity policy, student and faculty handbooks, and Institutional Review Board protocols, by-laws, and training documentation.

**Criterion Three: “Teaching and Learning: Quality, Resources, and Support”**

**Purpose: Demonstrate that the university provides quality education in all its offerings.**

- “The rigor of the institution’s academic offerings is appropriate to higher education.”
- Supporting evidence might include agendas and minutes from Faculty Senate and associated councils and curriculum committees, examples of course- and program-learning goals, and guidelines for course outlines.
- “The institution offers programs that engage students in collecting, analyzing, and communicating information; in mastering modes of intellectual inquiry or creative work; and in developing skills adaptable to changing environments.”
- Supporting evidence might include documentation of curriculum and course development processes, dual credit guidelines, and general education learning goals and curriculum.
- “The institution has the faculty and staff needed for effective, high-quality programs and student services.”
- Supporting evidence might include student-to-faculty ratio, guidelines and processes for hiring faculty, and documentation of professional development and training opportunities for faculty and staff.
- “The institution provides support for student learning and resources for effective teaching.”
- Supporting evidence might include the student handbook, undergraduate and graduate catalogs, and list of student support services.

**Criterion Four: “Teaching and Learning: Evaluation and Improvement”**

**Purpose: Demonstrate responsibility for the quality of educational programs, learning environments, and support services, as well as effectiveness for student learning through evaluation processes designed to promote continuous improvement.**

- “The institution ensures the quality of its educational offerings.”
- Supporting evidence might include program review documentation, transfer credit policies, and alumni surveys.
- “The institution engages in ongoing assessment of student learning as part of its commitment to the educational outcome of its students.”

- Supporting evidence might include annual assessment reports, Faculty Senate minutes, and course learning goals and outcomes.
- “The institution pursues educational improvement through goals and strategies that improve retention, persistence, and completion rates in its degree and certificate programs.”
- Supporting evidence might include enrollment management plans, student advising procedures and policies, and documentation of student support services.

**Criterion Five: “Resources, Planning, and Institutional Effectiveness”**

**Purpose: Demonstrate that the University is meeting our mission through budgeting, processes, and planning.**

- “Through its administrative structures and collaborative processes, the institution’s leadership demonstrates that it is effective and enables the institution to fulfill its mission.”
- Supporting evidence might include the university’s organizational chart; bylaws, policies and procedures for administrative, faculty, and student governing bodies; and a list of campus committees.
- “The institution’s resource base supports its educational offerings and its plans for maintaining and strengthening their quality in the future.”
- Supporting evidence might include the campus master plan, documentation of strategic plan investments, and collective bargaining agreements.
- “The institution engages in systematic and integrated planning and improvement.”
- Supporting evidence might include annual strategic plan updates, enrollment management plans, and facilities and technology plans.

**Composition of Working Groups**

- **Criterion One, “Mission”:** Writing Team Representative, BOT Chair/Representative, Faculty Senate Chair, Graduate Council Chair, General Faculty Representative, General Academic Affairs Administrative Representative, General Student Services Representative, Foundation Board Representative, QC Administrative Representative
- **Criterion Two, “Ethical and Responsible Conduct”:** Writing Team Representative, BOT Chair/Representative, EOA Representative, Legal Services Representative, Auditing/Business Services Representative, QC Administrative Representative
- **Criterion Three, “Teaching and Learning: Quality, Resources, Support”:** Writing Team Representative, Faculty Senate Chair, CCPI Chair, CGE Chair, Graduate Council Chair, the Registrar, CITR Director, Student Services Representative, QC Faculty Council Chair
- **Criterion Four, “Teaching and Learning: Evaluation and Improvement”:** Writing Team Representative, CCPI Chair, CAGAS Chair, Representative from Admissions, Representative from Provost/Academic Contracts, Representative from UPI, the Registrar, CITR Director, QC Faculty Representative
- **Criterion Five, “Resources, Planning, Institutional Effectiveness”:** Writing Team Representative, Director of

Institutional Research, Executive Director of Personnel and Financial Affairs, Associate Provost of Budget, Planning, and Personnel, Director of Quad Cities Operations and Planning

**Composition of The Assurance Argument Feedback Committee**

- WIU BOT Representative
- WIU Central Admin Representatives
- WIU Department Chair, Dean, and Director Representatives
- WIU Faculty Senate Representatives
- WIU QC Faculty Council Representatives
- WIU Faculty Representatives from Macomb and QC campuses
- WIU Student Representatives from Macomb and QC campuses
- Staff Representatives from Macomb and QC campuses
- Macomb and QC Community Representatives

**Conclusion**

Moving forward into the completion of this work we will keep the following in mind:

- This work provides a great opportunity for the institution to better understand its successes in mission, operation, student learning, and larger cultural and economic importance for our region,
- This work continues to be done with a commitment to cooperation and collaboration.

WESTERN ILLINOIS UNIVERSITY  
BOARD OF TRUSTEES

June 12, 2020

Resolution No. 20.6/9 Presidential Assessment and Contract

**Resolution:**

**WHEREAS** the Board of Trustees is responsible for Presidential Assessment and Contract, and;

**WHEREAS** constituency input was received, and:

**THEREFORE**, be it resolved that the Board of Trustees of Western Illinois University approves the indicated contract for Dr. Martin Abraham setting out conditions of employment while serving as Interim President of Western Illinois University for July 1, 2020 – June 30, 2021.

## **INTERIM PRESIDENTIAL EMPLOYMENT AGREEMENT**

This Interim Presidential Employment Agreement (the "Agreement") is made and entered into as of this 1<sup>st</sup> day of July, 2020, by and between the Board of Trustees of Western Illinois University (the "Board") and Dr. Martin Abraham ("Dr. Abraham" or the "Interim President") (the Board and the Interim President are collectively referred to as the "Parties").

### **Article I**

#### **RECITALS**

01.01: The Board is an arm and agency of the State of Illinois and a body politic and corporate with its principle places of business in Macomb and Moline, Illinois. The Board was created by statute to, *inter alia*, operate, manage, control, and maintain Western Illinois University (110 ILCS 690/35-10).

01.02: The Board desires to employ Dr. Martin Abraham to serve as Interim President of Western Illinois University (the "University") for a period from July 1, 2020, to June 30, 2021, or until the new president is named and begins employment at WIU, whichever comes first, pursuant to the terms of this Agreement. Dr. Abraham wishes to serve as Interim President under the terms provided herein.

### **Article II**

#### **THE BOARD'S AGREEMENTS WITH THE INTERIM PRESIDENT**

02.01 Employment: The Board hereby employs Dr. Abraham as Interim President of Western Illinois University for a term commencing July 1, 2020, and ending June 30, 2021, or until the new President is named and begins employment, whichever comes first. Dr. Abraham hereby accepts such employment on the terms and conditions set forth in this Agreement.

02.02 CEO: The Interim President shall be the University's Chief Executive Officer and shall have full authority and responsibility within the framework of the general policies determined by the Board for the organization, direction, and supervision of the University and for its effective administration and management.

02.03 Duties: The Interim President shall report directly to the Board, and, subject to the Interim President's Agreements under Article III, shall perform those services and duties that are consistent with the position as Interim President of the University, that are required of the President of the University by law, or which may be assigned to him by or under the authority of the Board consistent with his position as Interim President, including the following:

- a. provide general leadership for the University;
- b. make recommendations concerning the mission, scope, and organization of the University and concerning plans and policies for the development and enhancement of University operations and activities;

- c. Administer and direct University plans, operations, programs, and activities in the areas of academic affairs, administrative and fiscal affairs, student affairs, and public affairs and development;
- d. serve, under the general direction of the Board, as the principle spokesperson and representative for the University with the Governor and General Assembly, Illinois Board of Higher Education, and other external constituencies;
- e. develop and maintain good public relations, including establishment of rapport between the University and the regions in which it is located and the public which it serves;
- f. make recommendations concerning the initiation, continuation, or modification of University programs and activities;
- g. make recommendations concerning the operating and capital budget requests, appropriation requests, and internal budgets of the University;
- h. make appointments of such officers and employees as may be designated by the Board; and
- i. perform such other duties as may be delegated by the Board or established by Statute of the State of Illinois or the written Rules, Regulations, Bylaws or Policies of Western Illinois University.

02.04 Compensation and Benefits: As compensation for the services to be performed by the Interim President, shall receive the following:

- a. Base Salary. Interim President shall receive an initial annual base salary in the amount of \$300,000.00 payable in equal installments in accordance with the appropriate University payroll schedule. Salary shall include deductions for state and federal taxes and employee benefits. At any point during the term of this Agreement, the Board, in its discretion, may increase (but not decrease) the Interim president's Base Salary as set forth in (b). In the event that the Board determines that an increase is warranted, such increased amount shall thereafter become Interim President's Base Salary. If a decrease in salary is negotiated with the faculty bargaining unit, the Interim President's salary will be decreased by the same amount.
- b. Increase. The base salary provided for in paragraph 02.04.a. of this Agreement shall be subject to such increases as the Board may determine from time to time. Any salary reviews shall be upon determination by the Board during the Interim President's annual evaluation that the Interim President has attained substantial progress towards the satisfaction of the Interim Presidential goals/accomplishments, which Interim Presidential goals shall have been mutually agreed upon by the Interim President and the Board (or its designated committee) in writing.

- c. Evaluation of the Interim President: The Board is required by law to review the President's performance on an annual basis. The evaluation will occur in the Spring Semester of 2021, if Dr. Abraham remains in position, with performance metrics to be determined at a later date in consultation with the Interim President and approved by the Board of Trustees.
- d. Retirement. The University will make contributions to the Interim President's State University Retirement System self-managed plan per the schedule accorded to administrative employees of the University
- e. Insurance. The Interim President shall receive health insurance benefits, life insurance benefits, workers' compensation coverage, and other such benefits accorded to administrative and professional employees of the Board that are authorized by law or rule.
- f. Sick Leave. The Interim President shall be entitled to sick leave benefits equal to one and one-half days per calendar month, which days may be accumulated up to the maximum number specified by the Board's Regulations, plus such non-cumulative days provided on an annual basis, as are specified by the Board's Regulations.
- g. Vacation. The Interim President shall be entitled to paid vacation consisting of two working days per calendar month, which days may be accumulated up to the maximum number specified by the Board's Regulations.
- h. Office. The Interim President shall be provided a private office, secretarial assistance, and such other facilities and services suitable to the position and adequate for the performance of the duties of Interim President.
- i. University Residence. The Interim President and his family and guests shall have full access to the University President's residence during the term of this Agreement. The Parties understand that the Interim President will not live in the University President's residence. In the event that the Interim President decides to reside in the University President's residence, he shall advise the Board Chair of such decision, and the Parties will consider this Section with regard to any tax implications thereof and negotiate any change hereof. The Interim President shall conduct official entertainment at the University residence from time to time each year, the catering costs of which and any other reasonable expenses related to official entertainment at the University residence shall be paid by the University. The Interim President shall review the nature, extent, and cost of any such official entertainment periodically with the Chair of the Board. Since the University President's residence will not be used as Interim President's residence, the parties agree that the use thereof by the Interim President should not be deemed taxable income to the Interim President. In the event that the use of the University President's residence by Interim President is deemed a taxable event, the Board shall pay to an amount commensurate with Interim President's tax liability for the use thereof, including Federal and State income taxes. Such amounts, if any, shall be paid by the Board to Interim President no later than March 1 in the year



succeeding the year to which the tax liability for use of the University President's residence relates.

- j. Automobile. The Interim President shall be entitled to an automobile for University business and personal use. This automobile shall be maintained by the University. Fuel for business use thereof shall be paid by the University. The University shall be responsible for insurance coverage for the automobile, but the Interim President shall provide insurance for those times when the vehicle is used exclusively for personal business. On an annual basis the Interim President shall provide a record of the personal use miles which shall be reported as income to the Interim President for tax purposes.
- k. Travel. The University shall pay reasonable travel expenses, hotel bills, and other necessary and proper expenses for the Interim President while he is traveling on the University's business that are authorized by law or rule, including reasonable travel expenses for the Interim President's spouse, if any, to accompany the Interim President on no more than two out-of-state professional business trips per year.
- l. Professional Organizations. The University shall reimburse the Interim President for dues and costs of membership of any professional or civic organizations to which the Interim President may from time to time be a member, the costs of which shall be reviewed periodically by the Chair of the Board.
- m. Entertainment. The University shall pay for or reimburse the Interim President for all official entertainment, the nature, extent, and cost of which shall be reviewed periodically with the Chair of the Board.
- n. Outside Activity. Although the Interim President shall devote substantially all of his business time and efforts to fulfilling his duties as Interim President, he may serve on two (2) outside compensated boards that do not compete or present a conflict of interest with respect to the University, subject to the prior written approval of the Chair of the Board of Trustees, such approval not to be unreasonably withheld. In addition, other outside commitments (whether paid or unpaid) that may require a substantial amount of the Interim President's time must be approved in advance and in writing by the Chair of the Board of Trustees. Interim President may not engage in any outside activity that the Board of Trustees reasonably concludes presents a conflict of interest or would otherwise materially impair his ability to perform his Duties. All compensation received by Interim President in connection with approved outside activities shall be paid to and retained by Interim President and reported in accordance with applicable tax law and University policies as they exist from time to time, with no effect on the amount of salary, benefits or other compensation to which Interim President may be entitled under this Agreement. By contrast, all honoraria, gifts or other payments received for activities conducted in Interim President's capacity and in the performance of his duties as Interim President shall be remitted to the

University (whether such standard is met shall be subject to good faith determination by the Chair of the Board of Trustees).

### **Article III**

#### **THE INTERIM PRESIDENT'S AGREEMENTS WITH THE BOARD**

03.01 Discharge of Duties: The Interim President agrees as Interim President of the University to discharge the authority and responsibilities delegated by the Board. The Interim President agrees to remain responsible to the Board for the execution of the Board's Governing Policies and Regulations as they exist or may, from time to time, be amended. The Interim President agrees to discharge the authority and responsibilities delegated by the Board to him and to consult with the Board and such constituencies as are appropriate.

03.02 Board Review: The Interim President shall assist the Board in conducting annual performance reviews by furnishing such oral and written reports as the Board may from time to time request.

03.03 Use of Benefit Time: The Interim President shall not take vacation if such vacation or leave unreasonably interferes with properly discharging the duties outlined in this Agreement.

### **Article IV**

#### **THE MUTUAL AGREEMENTS OF THE INTERIM PRESIDENT AND THE BOARD**

04.01 Interim Term: The term of appointment as Interim President of the University under this Agreement shall be July 1, 2020 until June 30, 2021 or until a new President is named and begins employment, whichever comes first, commencing on the execution of this Agreement, and ending as provided in this Agreement.

The agreement will terminate automatically on June 30, 2021 unless his appointment is renewed or extended by the Board of Trustees.

04.02 Termination: Notwithstanding the termination date set forth in paragraph 02.01, this Agreement may be terminated by any of the following:

- a. the mutual agreement of the parties;
- b. the resignation of the Interim President;
- c. the mental or physical disability or incapacity of the Interim President;
- d. termination for "cause," in accordance with the provisions of paragraph 04.03 of this Agreement; or
- e. termination or reassignment of the Interim President without "cause," in accordance with paragraph 04.04 of this Agreement.

04.03 Termination for Cause: The Board may terminate this Agreement upon written notice to the Interim President prior to the expiration of the term of this Agreement. If the Board terminates this Agreement for cause, the Board shall have no obligation to pay the Interim President any salary or benefits after the effective date of the termination of the Interim President's employment, except any accrued but unpaid salary and benefits as of the date of the Interim President's termination. As used in this Agreement, cause includes but is not limited to:

- a. violation of any material provision of this Agreement;
- b. material acts of dishonesty, disloyalty in the conduct of the affairs of the Interim President;
- c. falsification or intentional misrepresentation of material information concerning the University's affairs, as reasonably requested by or under the authority of the Board or failure to disclose to the Board, material information concerning the University's affairs;
- d. conviction of a crime involving acts constituting fraud, intentional dishonesty, moral turpitude, or any other activity that materially compromises the reputation of the Board or the University;
- e. violation of any material policies or procedures, now existing or hereafter established, by the Board; or
- f. being under the influence of any illegal controlled substances or alcohol while performing the functions of the office of President or conviction of any offense involving illegal controlled substances or operation of a university vehicle.

Provided further that, before termination for cause is effective, the Board will give the Interim President a meaningful opportunity to be heard, present written position papers, and present testimony and other evidence at a hearing called by the Board to consider termination of the Interim President's employment.

04.04 Termination Without Cause: The Board may by agreement of majority vote of the full Board, terminate this Agreement without cause or reassign the Interim President without cause. The effective date of any termination or reassignment under this paragraph shall be no less than thirty (30) days after the date of termination or reassignment vote. The parties acknowledge the provisions of Section 35-190 of the Western Illinois University Law, 110 ILCS 690/35 and 5 ILCS 415/10, governing severance pay. If the Board terminates this Agreement and Interim President's position as Interim President without cause at any time during the term of this Agreement, Interim President will be entitled to receive: (i) any accrued benefit time and benefits; and (ii) last paycheck, in accordance with the University's normal payroll practices, equal to his then-current presidential Base Salary (less applicable deductions).

In addition, if the Board terminates Interim President without cause, Interim President shall be entitled, at his sole discretion:(i) return to the Provost position in accordance with the provisions

of 04.05(a) or (ii) to assume a post-interim presidency tenured faculty position in engineering at the University in accordance with the provisions of Section 04.05(b) hereof.

04.05: The Board acknowledges that the Interim President was initially retained to serve as the Provost and Academic Vice President of the University and was granted tenure status as a tenured professor of engineering at the University.

a. Should the Interim President return to the position of Provost and Academic Vice President of the University, the Board agrees:

- That the Interim President will retain the presidential salary for 6 months per the Board of Trustees Regulations. After 6 months, his salary will be reduced to \$215,000.00 as the Provost and Academic Vice President of the University.
- After returning to the Provost position, should the new president request that he return to a faculty position while employed at the University, he will retain the provost salary for 3 months, after which, his salary will be calculated as follows:

Monthly Provost Salary x 12 x 70% ÷ 9 (9-month appointment) = monthly faculty salary

b. Should the Interim President return to faculty, the Board agrees:

- That the Interim President will retain the presidential salary for 6 months per the Board of Trustees Regulations. After 6 months, the Interim President's full-time salary in such teaching position shall be equivalent to not less than the full-time salary of the highest paid professor of the tenured faculty in any academic department at the University at the time of termination, excluding administrators and former presidents with tenure.
- upon request the Interim President shall be granted a one semester leave during which time the Interim President shall have no teaching obligations to the University. He will be obligated to provide a minimum of one semester of teaching or repay the salary provided during the leave period.

4.06 Resignation: Interim President may terminate this Agreement and his appointment as Interim President by providing the Board with at least ninety (90) days prior written notice. In the event Interim President resigns from the Interim Presidency, Interim President will not be entitled to any further compensation or benefits as Interim President other than any accrued rights or benefits. During the period from the notice of Interim President's resignation through his last day serving as Interim President of the University, Interim President shall fulfill his duties as Interim President and shall cooperate and provide reasonable assistance in the transition to a new University president.

4.07 Permanent President Named: The selection of a person other than the Interim President to serve as the University's Permanent President shall be deemed a termination without cause and subject to the Sections 4.04 and 4.05.

4.08 Dispute Resolution: The Parties agree to make a good faith effort to resolve any dispute arising from Interim President's employment or termination of employment in an amicable fashion.

- a. Mediation. To the extent that any dispute arising from Interim President's employment or termination of employment cannot be resolved amicably, the Parties agree to submit the dispute to non-binding mediation. Mediation shall be conducted within the State of Illinois by an experienced mediator selected jointly by the Parties. The mediator's fee shall be shared equally between the Parties. Mediation shall occur within thirty (30) days of the date of selection of the mediator.
- b. Arbitration. If the mediation is unsuccessful, the dispute will be submitted to arbitration, initiated and conducted according to either the JAMS Streamlined (for claims under \$250,000) Arbitration Rules and Procedures or the JAMS Comprehensive (for claims over \$250,000) Arbitration Rules and Procedures of JAMS or its successor, except as modified herein, in effect at the time the request for arbitration is made. The arbitration shall be conducted within the State of Illinois before a single neutral arbitrator appointed in accordance with the JAMS Arbitration Rules. The arbitrator shall follow Illinois law and the Illinois Rules of Evidence in adjudicating the dispute and shall retain jurisdiction to oversee the enforcement of any award. Subject to the ability of the Parties hereto to vacate a decision or award under the Federal Arbitration Act, any decision or award of the arbitrator shall be final, binding and conclusive on the Parties hereto and their respective affiliates, as applicable. The Parties agree to equally divide the cost of any arbitration administrative fee and the compensation of the arbitrator.

4.09 Section 409A of the Internal Revenue Code: This Agreement is intended to comply with the requirements of Section 409A of the Internal Revenue Code of 1986, as amended ("Section 409A"). Accordingly, all provisions in the Agreement, or incorporated by reference, are to be construed and interpreted to comply with Section 409A and, if necessary, any provision will be held null and void, to the extent such provision (or part thereof) fails to comply with Section 409A or regulations under that section. The University and Interim President agree that, for purposes of the limitations on nonqualified deferred compensation under Section 409A, each payment of compensation under this Agreement will be treated as a separate payment of compensation for purposes of applying the Section 409A deferral election rules and the exclusion from Section 409A for certain short-term deferral amounts. The University and Interim President also agree that any amounts payable solely on account of an involuntary separation from service of Interim President within the meaning of Section 409A will be excludible from the requirements of Section 409A, either as involuntary separation pay or as short-term deferral amounts (e.g., amounts payable under the schedule prior to March 15 of the calendar year following the calendar year of involuntary separation) to the maximum possible extent. Notwithstanding anything to the contrary in this Agreement, all reimbursements and in kind

benefits provided under this Agreement will be made or provided in accordance with the requirements of Section 409A, including, where applicable, the requirement that (1) any reimbursement is for expenses incurred during the period of time specified in this Agreement, (2) the amount of expenses eligible for reimbursement, or in kind benefits provided, during a calendar year may not affect the expenses eligible for reimbursement, or in kind benefits to be provided, in any other calendar year, (3) the reimbursement of an eligible expense will be made no later than the last day of the calendar year following the year in which the expense is incurred, and (4) the right to reimbursement or in kind benefits is not subject to liquidation or exchange for another benefit.

## Article V

### **OTHER MUTUAL AGREEMENTS**

05.01 Notices: All notices required or allowed by this Agreement must be hand delivered or mailed by certified mail, postage prepaid, return receipt requested. Unless and until changed by a Party giving written notice to the other, the addresses below will be the addresses to which all notices required or allowed by this Agreement must be sent:

If to the University:

Western Illinois University  
Attn: Chair of the Board of Trustees

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If to the Interim President:

Dr. Martin Abraham  
Office of the President  
Western Illinois University

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Delivery of any such notice shall be deemed to occur on the earlier of actual receipt or tender and rejection by the intended recipient.

5.02 Invalidity: If any provision of this Agreement is adjudged to be void or otherwise unenforceable, in whole or in part, such adjudication shall not affect the validity of the remainder of this Agreement. This provision applies even if, by statute or rule, part of the arbitration provisions of this Agreement are unenforceable.

5.03 Non-Appropriation: Obligations of the Board shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or federal funding source fails to appropriate, appropriation is not sufficient or otherwise make available funds for this Agreement. Board shall notify the Interim President and the Interim President shall have the right to immediately terminate this agreement.

05.04 Professional Development: The Interim President shall be entitled to expend up to five thousand dollars (\$5,000.00) annually in payment for professional development activities to ensure his fulfillment of the presidential duties relating to the mission of the University. The amount can be expended in the Interim President's discretion, subject to appropriate expense documentation being submitted to the Board Chair.

05.05 Full Understanding: This Agreement constitutes the entire understanding of the parties hereto and supersedes any and all prior or contemporaneous representations or agreements, whether written or oral, between the parties, and cannot be changed or modified (except by operation of paragraph 04.07) unless in writing signed by the parties hereto.

05.06 Illinois Law: This Agreement shall be interpreted and construed in accordance with the laws of the State of Illinois, which shall be the forum for any lawsuit arising from or incident to this Agreement.

05.07 No Waiver: No delay or failure to enforce any provision of this Agreement shall constitute a waiver or limitation of rights enforceable under this Agreement.

05.08 No Assignment: This Agreement is not assignable but shall be binding upon the heirs, administrators, representatives, and successors of both parties.

05.10 Disability: The provisions of the Board's regulations concerning compulsory disability leave shall apply to the Interim President, and this Agreement may be terminated in accordance therewith.

IN WITNESS WHEREOF, the Interim President and the authorized representative of the Board have executed this Agreement on the day first written above.

THE BOARD OF TRUSTEES OF  
WESTERN ILLINOIS UNIVERSITY

INTERIM PRESIDENT

BY: \_\_\_\_\_  
Dr. Polly Radosh, Chair

\_\_\_\_\_  
Dr. Martin Abraham

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Resolution No. 20.6/10 American Federation of State, County and  
Municipal Employees Council 31, AFL-CIO, on behalf of Local No.  
4172020-2022 Bargaining Agreement

**Resolution:**

**WHEREAS** Western Illinois University Board of Trustees must approve collective bargaining agreements prior to implementation; and,

**WHEREAS** an agreement was reached on March 6, 2020 and ratified on May 13, 2020 by the American Federation of State, County and Municipal Employees,

**THEREFORE** be it resolved that the Board of Trustees approves the agreement as presented.



### The American Federation of State, County and Municipal Employees

An agreement was reached on March 6, 2020 and was ratified on May 13, 2020 for the period of July 1, 2019 through June 30, 2022, with the American Federation of State, County and Municipal Employees representing approximately 80 employees.

### Contract Language

The contract contains all the provisions required by law. In addition, it contains specific articles reflecting the unique circumstances of Western Illinois University. The parties agreed to: incorporate Classification List and Side Letter into appropriate Article(s) throughout the contract, and modify articles Union Recognition and Membership, Dues Deduction, and Non Discrimination to reflect Supreme Court decisions and state law changes. In addition, language in the Grievance Procedure, Hours of Work-Overtime, and Benefits Articles were restructured for improved clarification, particularly regarding definition of immediate family, compensatory time off, administrative closure days, rest periods and overtime.

### Wage Settlement

The parties agreed to a zero wage increase effective July 1, 2019 for Fiscal Year 2020, a \$.60 wage increase effective July 1, 2020 for Fiscal Year 2021 and a wage re-opener for Fiscal Year 2022. Schedule A – Wages was updated to reflect such increase.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/11 Approval of Amended and Restated 403(b) Supplemental Retirement Plan

### **Resolution:**

**WHEREAS**, Western Illinois University ("University") sponsors and maintains the Western Illinois University 403(b) Supplemental Retirement Plan ("Plan"), most recently restated effective January 1, 2009, a defined contribution plan under Code Section 403(b), to which eligible employees can voluntarily make pre-tax elective deferrals;

**WHEREAS**, the Bipartisan Budget Relief Act of 2018 and implementing regulations thereunder made certain mandatory changes to the hardship distribution rules effective January 1, 2020, and also permitted certain discretionary changes to the hardship distribution rules;

**WHEREAS**, the Setting Every Community up for Retirement Enhancement Act made certain mandatory changes to the required minimum distribution rules effective January 1, 2020;

**WHEREAS**, the Internal Revenue Service issued guidance permitting sponsors of 403(b) plans to amend and restate their plan documents by no later than June 30, 2020, to correct for any plan document defects retroactive to January 1, 2010;

**WHEREAS**, Section 12.01 of the Plan provides that the University has the authority to amend the Plan at any time by resolution of the Board;

**WHEREAS**, the University desires to amend and restate the Plan effective January 1, 2020, to make certain legally required and discretionary changes to hardship distributions and the required minimum distribution rules, to clarify certain provisions of the Plan, and to make updates to Plan language to reflect more recent Internal Revenue Service model language; and

**WHEREAS**, Amendment Number Two and Amendment Number Three to the January 1, 2009 Plan document were not timely signed by the University; and

**WHEREAS**, the University desires to adopt Amendment Number Two and Amendment Number Three, retroactive to their effective dates, to correct for these plan defects.

**THEREFORE**, be it resolved that the Board of Trustees approves the restated Plan, in substantially the form attached hereto, effective January 1, 2020.

**THEREFORE**, be it further resolved that the Board of Trustees approves Amendment Number Two and Amendment Number Three, effective as set forth therein.

**THEREFORE**, be it further resolved that the Board of Trustees does hereby authorize and direct the appropriate officer of the University to execute the amended and restated Western Illinois University 403(b) Supplemental Retirement Plan effective January 1, 2020, and Amendment Number Two and Amendment Number Three effective as of the dates set forth therein, all in substantially the form attached hereto, on behalf of the Board of Trustees, and to take any additional actions that may be necessary or appropriate to implement the foregoing resolutions and administer the provisions of the Plan.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/12 Release of Closed Session Written Meeting Minutes and Audio Recordings

### **Resolution:**

**WHEREAS**, the Board of Trustees of Western Illinois University must comply with the Illinois Open Meetings Act 5 ILCS 120/1 et seq;

**WHEREAS**, the Illinois Open Meetings Act requires public bodies to periodically review the minutes of their Closed Session written minutes on at least a semiannual basis to determine what parts of the minutes should be made available to the public because they no longer require confidential treatment;

**WHEREAS**, pursuant to Section 2.06(d) of the Open Meetings Act, the Board of Trustees has reviewed the written minutes of the closed session minutes of June 8, 2017; July 14, 2017; September 28, 2017, December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 12, 2019; December 13, 2019 and April 30, 2020 to determine whether the need for confidentiality still exists with respect to all or part of the minutes;

**WHEREAS**, the Illinois Open Meetings Act permits the Board of Trustees to approve the destruction of the verbatim record no less than 18 months after the completion of the meeting;

**WHEREAS**, the Board of Trustees has reviewed the dates of the verbatim audio recordings of the following meetings: June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 13, 2019 to determine whether the need for confidentiality still exist and whether to destroy the verbatim recording;

**THEREFORE**, be it resolved the Board of Trustees of Western Illinois University as follows:

1. The Board has determined that the need for confidentiality of the written minutes dated June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019; October 4, 2019; December 12, 2019; December 13, 2019 and April 30 2020 still exists and the written minutes shall be retained as confidential pending further review in the future to determine their eligibility for release.
2. The Board has determined that the need for confidentiality of the verbatim recording dated June 8, 2017; July 14, 2017; September 28, 2017; December 14, 2017; March 22, 2018; April 5, 2018; April 30, 2018; May 18, 2018; June 1, 2018; June 7, 2018; June 28, 2018; July 12, 2018; August 23, 2018; September 27, 2018; March 29, 2019; June 13, 2019; June 14, 2019; October 3, 2019 ; October 4, 2019; December 13, 2019 and April 30, 2020 still exists and the recordings shall be retained as confidential pending further review in the future to determine their eligibility for release.
3. The Board will on at least a semiannual basis review the closed session written minutes and verbatim audio recordings.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution 20.6/13 Reschedule October 2020 Board of Trustees Meeting

### **Resolution:**

**WHEREAS** Western Illinois University is subject to the requirements of 110 ILCS 690/ which states:  
“Meetings of the Board shall be held at least once each quarter on the campus of Western Illinois University...;” and,

**WHEREAS** October 8 & 9, 2020 are outside of the quarterly meeting requirements:

**THEREFORE** be it resolved that the Board of Trustees approves changing this meeting to September 23 & 24, 2020.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution 20.6/14 FY 2021 Board of Trustees Meeting Dates

### **Resolution:**

**WHEREAS** Western Illinois University is subject to the requirements of 110 ILCS 690/ which states:  
“Meetings of the Board shall be held at least once each quarter on the campus of Western Illinois University...;” and,

**WHEREAS** the Vice Presidents, Budget Director, Board Treasurer, University Attorney, Institutional Research and Planning Director, Equal Opportunity and Access Director, Internal Auditor, Alumni Director and the Assistant to the President for Governmental Relations were consulted regarding the State of Illinois, IBHE and Board of Trustees deadlines and regulations:

**THEREFORE** be it resolved that the Board of Trustees approves the following meeting dates for the Remainder of Fiscal Year 2021:

March 25-26, 2021

June 10-11, 2021

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

Resolution 20.6/15 Election of Officers of the Board for July 1, 2020-  
June 30, 2021

**Resolution:**

**WHEREAS** Section 35-25 of Senate Bill 241 states:

*“Members of the Board shall elect annually by secret ballot from their own number a chairman who shall preside over meetings of the Board and a secretary”*; and,

**WHEREAS** the Board of Trustees Bylaws, Section VII.A.1., stipulates:

*“The Chair, Vice Chair, and Secretary shall be elected annually by secret ballot by a majority of the voting members of the Board then serving and shall hold office until their successors are elected. Trustees who are elected to serve as the Chair, Vice Chair and Secretary may be elected to those positions for one successive term, after which an intervening term must occur before reelection to the same officer position”*; and,

(History of Officers of the Board Attached)

**WHEREAS** the Board of Trustees at its July 25, 1997, meeting, agreed to elect officers in conjunction with the fiscal year; and the Western Illinois University fiscal year is July 1-June 30:

**THEREFORE** be it resolved that the persons elected at the June 12, 2020 meeting of the Board of Trustees shall serve as Officers of the Western Illinois University Board of Trustees for July 1, 2020-June 30, 2021.



**WESTERN ILLINOIS UNIVERSITY**  
**History of the Board of Trustees' Officers**

**January 1 - June 30, 1996**

Chair	Gretchen Winter
Vice Chair	Lorraine Epperson
Secretary	Dexter Yarbrough

**July 1, 1996 - June 30, 1997**

Chair	Gretchen Winter
Vice Chair	Lorraine Epperson
Secretary	Dexter Yarbrough

**July 1, 1997 - June 30, 1998**

Chair	Lorraine Epperson
Vice Chair	C. Robert Leininger
Secretary	Dexter Yarbrough
Member At Large	Maureen Schuering

**July 1, 1998 - June 30, 1999**

Chair	Lorraine Epperson
Vice Chair	C. Robert Leininger
Secretary	Dexter Yarbrough
Member At Large	Maureen Schuering

**July 1, 1999 - June 30, 2000**

Chair	Lorraine Epperson
Vice Chair	C. Robert Leininger
Secretary	Dexter Yarbrough
Member At Large	Maureen Schuering

**July 1, 2000 - June 30, 2001**

Chair	Carolyn J. Ehlert
Vice Chair	Dexter Yarbrough (until 1/15/01; no Vice Chair 1/15/01-6/30/01)
Secretary	J. Michael Houston
Member At Large	George J. Guzzardo

**July 1, 2001 - June 30, 2002**

Chair	Carolyn J. Ehlert
Vice Chair	Zack Stamp
Secretary	J. Michael Houston

**July 1, 2002 - June 30, 2003**

Chair	Zack Stamp J. Michael Houston Dace Richardson
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**July 1, 2003 - June 30, 2004**

Chair	Zack Stamp (until 1/16/04) J. Michael Houston (1/16/04-6/30/04)
Vice Chair	J. Michael Houston (until 1/16/04/04; then became Chair) Dace E. Richardson (3/5/04-6/30/04)
Secretary	Dace E. Richardson (until 3/5/04; then became Vice Chair) Trish K. Hammond (3/5/04-6/30/04)

**July 1, 2004 - June 30, 2005**

Chair	J. Michael Houston
Vice Chair	Dace E. Richardson
Secretary	William L. Epperly

**July 1, 2005 - June 30, 2006**

Chair	J. Michael Houston
Vice Chair	Dace E. Richardson (until 11/3/05; no Vice Chair 11/4/05-6/30/06)
Secretary	William L. Epperly

**July 1, 2006 - June 30, 2007**

Chair	William L. Epperly
Vice Chair	Steven L. Nelson Secretary Robert J. Cook

**July 1, 2007 - June 30, 2008**

Chair	William L. Epperly
Vice Chair	Steven L. Nelson
Secretary	Robert J. Cook (until 5/22/08)

**July 1, 2008 - June 30, 2009**

Chair	Steven L. Nelson
Vice Chair	J. Michael Houston
Secretary	Donald W. "Bill" Griffin

**July 1, 2009 - June 30, 2010**

Chair	Steven L. Nelson
Vice Chair	J. Michael Houston
Secretary	Donald W. "Bill" Griffin

**July 1, 2010 – September 30, 2011**

Chair	J. Michael Houston
Vice Chair	Carolyn Ehlert Fuller
Secretary	William L. Epperly

**October 1, 2011 – October 24, 2011**

Chair	Carolyn Ehlert Fuller
Vice Chair	William L. Epperly
Secretary	Steven L. Nelson

**October 25, 2011 – December 16, 2011**

Interim Chair	William L. Epperly
Vice Chair	Vacant
Interim Secretary	Donald W. “Bill” Griffin

**December 17, 2011 – June 30, 2012**

Chair	William L. Epperly
Vice Chair	J. Michael Houston
Secretary	Donald W. “Bill” Griffin

**July 1, 2012 – February 24, 2013**

Chair	William L. Epperly
Vice Chair	Carolyn Ehlert Fuller
Secretary	Donald W. “Bill” Griffin

**February 25, 2013 – June 30, 2013**

Chair	William L. Epperly
Vice Chair	Carolyn Ehlert Fuller
Acting Secretary	Cathy Early

**July 1, 2013 – June 30, 2014**

Chair	Cathy Early
Vice Chair	Carolyn Ehlert Fuller
Secretary	Lyneir Cole

**July 1, 2014 – June 30, 2015**

Chair	Cathy Early
Vice Chair	Roger Clawson
Secretary	Phil Hare

**July 1, 2015 – February 20, 2016**

Chair	Roger Clawson
Vice Chair	Yvonne Savala
Secretary	Phil Hare

**February 21, 2016 – March 11, 2016**

Chair	Roger Clawson
Vice Chair	Yvonne Savala
Acting Secretary	Michael Quigley

**March 12, 2016 – June 30, 2016**

Chair	Roger Clawson
Vice Chair	Yvonne Savala
Secretary	Michael Quigley

**July 1, 2016 – June 30, 2017**

Chair	Cathy Early
Vice Chair	Yvonne Savala
Secretary	Roger Clawson

**July 1, 2017 – June 30, 2018**

Chair	Cathy Early
Vice Chair	Steven Nelson
Secretary	Roger Clawson

**July 1, 2018 – March 28, 2019**

Chair	Carolyn Ehlert Fuller
Vice Chair	Yvonne Savala
Secretary	Todd Lester

**March 29, 2019 – June 30, 2019**

Chair	Greg Aguilar
Vice Chair	Nick Padgett
Secretary	Jackie Thompson

**July 1, 2019 – June 30, 2020**

Chair	Polly Radosh
Vice Chair	Doug Shaw (Oct 2019)
Secretary	Justin Brown (Oct 2019)

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.6/16 Elect Trustee to Serve on State Universities Civil Service Merit Board

### **Resolution:**

**WHEREAS** the State Universities Civil Service Act (110 ILCS 70) established a State Universities Civil Service System under the control of a Board known as the University Civil Service Merit Board (hereafter referred to as the Merit Board); and,

**WHEREAS** the State Universities Civil Service Act (110 ILCS 70/36c) states that:

*“The Merit Board shall be composed of 11 members, ... one of whom shall be a member of the Board of Trustees of Western Illinois University”*; and,

**WHEREAS** the State Universities Civil Service Act (110 ILCS 70/36c) further states:

*“The members of the Merit Board shall be elected by the respective Boards in which they hold membership and they shall serve at the pleasure of the electing Boards”*; and,

**WHEREAS** the Board of Trustees Bylaws, Section IX.F., states:

*“Representatives of the Board to serve on other boards, commissions, and similar bodies shall be designated as required by statute,”*

**THEREFORE** be it resolved that the person elected at the June 12, 2020 meeting of the Board of Trustees shall serve as the representative of Western Illinois University to the Merit Board.

# WESTERN ILLINOIS UNIVERSITY BOARD OF TRUSTEES

June 12, 2020

## Resolution No. 20.5/5 Illinois Fraternal Order of Police Labor Council 2020-2023 Bargaining Agreement and Memorandum of Understanding – 12 Hour Shift Schedule

### **Resolution:**

**WHEREAS** Western Illinois University Board of Trustees must approve collective bargaining agreements prior to implementation; and,

**WHEREAS** an agreement was reached on February 28, 2020 and ratified on March 9, 2020 by the Illinois Fraternal Order of Police Labor Council:

**THEREFORE** be it resolved that the Board of Trustees approves the agreement as presented.

### Illinois Fraternal Order of Police Labor Council

An agreement was reached on February 28, 2020 and ratified on March 9, 2020 for the period of July 1, 2020 through June 30, 2023 (Bargaining Agreement) and July 1, 2020 through June 30, 2021 (Memorandum of Understanding), with the Illinois Fraternal Order of Police Labor Council representing approximately 21 employees.

### Contract Language

The contract contains all the provisions required by law. In addition, it contains specific articles reflecting the unique circumstances of Western Illinois University. The parties agreed to add language to the Termination Article regarding the Memorandum of Understanding - 12 Hour Schedule. If the MOU Agreement is terminated by either party, the Union reserves the right to reopen negotiations for effective dates 7/1/2021 and 7/1/2022. If this Agreement becomes permanent, the Union reserves the right to reopen negotiations for wages only for effective dates 7/1/2021 and 7/1/2022.

### Wage Settlement

The parties agreed to a zero (0) percent wage increase for Fiscal Year 2021 with wage re-openers for Fiscal Year 2022 and Fiscal Year 2023.

## Memorandum of Understanding

Parties agreed to an experimental alternative work schedule for members assigned to the patrol division (including Telecommunicators) which shall be implemented on the first full pay period after July 1, 2020 and ending the last full pay period before June 30, 2021. The work schedule shall consist of two (2) shifts of twelve (12) consecutive hours (0700-1900 and 1900-0700 hours). Twelve (12) consecutive hours of work shall constitute a normal workday, and a fourteen (14) day/eighty-four (84) hour tour of duty shall constitute a normal work period.

Changes to the affected articles of the contract are as follows:

Hours of Work and Overtime – changed eight (8) hours to twelve (12) hours, maximum hours allowed to work are no more than 18 within a 24 hour period, two shift bids (January and July) instead of three, hours worked in excess of twelve (12) hours in a work day or eighty-four (84) in a work period shall be overtime and employees required to work on their second day off shall be paid at two (2) times their hourly rates except when employees are off on their regularly scheduled three (3) day weekend.

Benefits – leave of absence for Council conventions or educational conferences changed from thirty-two cumulative hours to forty-eight hours per fiscal year and holiday hours defined as eight (8) hours of pay unless employee is “forced” off on a holiday that is a regularly assigned day, then twelve (12) hours of pay.

Addendum B Overtime Procedure – updated definitions and charge codes, four (4) overtime charts will be maintained (Supervisor, Police Officer, Special Detail and Telecommunicator), a flow chart will be used when filling a regular bid shift position and hours will no longer be kept (movement on the charts will be on a rotating basis by refusing/accepting overtime).